

# 2021

Tokyo International Forum  
ANNUAL REPORT

東京国際フォーラム 年次報告書

# Message from Our President & CEO



President & CEO  
Kiyofumi Kamijo

I'm very pleased to have this opportunity to express my gratitude for your continued support of our business activities.

Tokyo International Forum opened on the site of the former Tokyo Metropolitan Government building in January 1997, and in 2022 it marked its 25th anniversary. Offering spaces for a variety of uses from entertainment to international conferences, including multipurpose halls, a large theater-style hall, and various meeting rooms in different sizes, we have supported more than 90,000 events since opening. Along with this facility rental business, we also host a number of events that create excitement in the area, and we have played a core part in community development in the Otemachi, Marunouchi, and Yurakucho areas, which are at the heart of Japan's economy and culture.

However, the worldwide spread of COVID-19 infections had an enormous impact on people's lifestyles and corporate activities, resulting in an extremely difficult environment for events. Since fiscal 2020, amid continuous state of emergency declarations, our event sponsors chose in many cases to suddenly cancel their events or reduce them in scale. These conditions continued in fiscal 2021, forcing us to cancel some of the events that we ourselves organize as well, as the pandemic continued to exert a major impact.

Even in those harsh circumstances, there remained a deeply-rooted need for events. Not only did we offer a variety of high-quality services including reception, information, cloakroom and other hall operating services; staging services for fly, audio, lighting, and other systems; and venue set-up services, but we also met new needs for equipment to counter infections and for online streaming services. As for our event-hosting business, we fulfilled our mission to contribute to the local community and society by holding "TOKYO FANTASHION," "J-CULTURE FEST," and "Monday Cine-Salon & Talk," all after taking all possible measures to prevent the spread of infection.

While uncertainty remains around the declining spread of COVID-19 infections, social and economic activities are steadily progressing toward recovery. When Tokyo 2020 Olympic and Paralympic Games' weightlifting and powerlifting competitions took place at Tokyo International Forum, for example, it presented an opportunity even amid the pandemic to make our facilities' presence known extensively, both in Japan and abroad. We intend to leverage the legacy of playing a part in the world's largest sports event to spur further growth for our company in the future.

We look forward to your continuing support and patronage of our project activities at Tokyo International Forum.

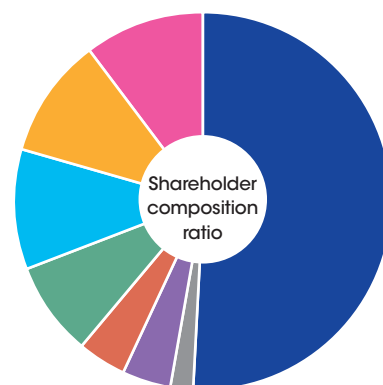
# Company information

## » Company Profile (As of April 1, 2022)

Name of Company	Tokyo International Forum Co., Ltd.
Address	5-1 Marunouchi 3-chome, Chiyoda-ku, Tokyo
Date of Establishment	April 4, 2003
Main Business	1 Management of halls, conference rooms and other facilities of Tokyo International Forum 2 Management of the service facilities of Tokyo International Forum 3 Planning, design, execution and contracting of events for promoting international exchanges 4 Other business services related to the above
President & CEO	Kiyofumi Kamijo
Capital	490 million yen

## » Share Information

1 Number of authorized shares	4 Shareholders	
9,800 shares	■ Tokyo Metropolitan Government ■ East Japan railway Company ■ Mitsubishi Estate Co., Ltd. ■ Suntory Holdings Limited ■ Dentsu Group Inc. ■ Tokyo Electric Power Company Holdings, Inc. ■ Nippon Telegraph and Telephone East Corp. ■ Tokyo Gas Co., Ltd.	5,000 shares, 51.0% 1,000 shares, 10.2% 1,000 shares, 10.2% 1,000 shares, 10.2% 800 shares, 8.2% 400 shares, 4.1% 400 shares, 4.1% 200 shares, 2.0%
2 Number of Issued shares		
9,800 shares		
3 Number of Shareholders		
8		



## » Management Philosophy

As a leading convention and art center, Tokyo International Forum is a company that aims to create sensations and generate excitement by putting on display for the world the allure of the local community, Tokyo and Japan as a whole.

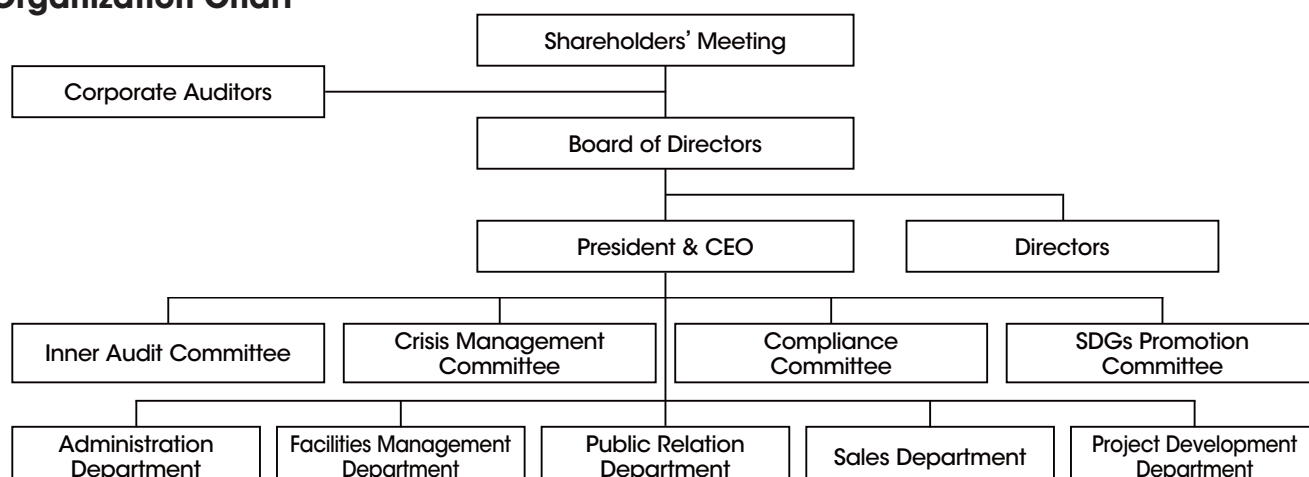
## » Management Principles

- Tokyo International Forum is a leading convention and art center that provides venues and services of the highest quality.
- Tokyo International Forum aims to be the one and only brand as a convention and art center that conveys the “now” of Tokyo and Japan.
- Tokyo International Forum contributes to the local community with a competitive and cooperative spirit, by focusing on building captivating communities in the Otemachi, Marunouchi and Yurakucho areas, the “face” of Tokyo.
- Tokyo International Forum is a venue for the dissemination of information, a symbol of the allure of Tokyo, the hustle and bustle of atown, and the passion of people.
- Tokyo International Forum delights in the happiness and satisfaction of its customers, and strives to be highly sensitive and responsive to the feelings of its customers.
- Tokyo International Forum aims to create high value added in its operations through highly transparent, efficient and highly profitable business management.

## » Management

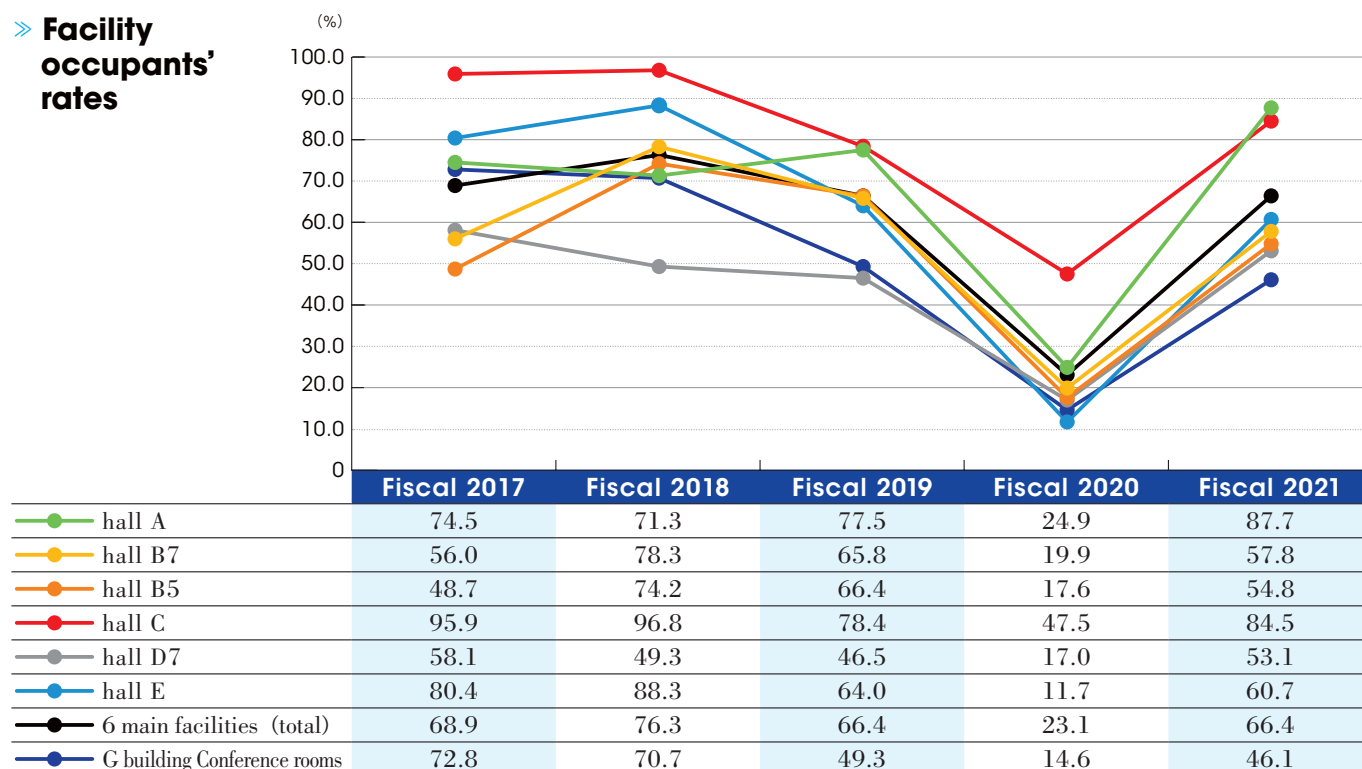
President & CEO	Kiyofumi Kamijo	Managing Director	Yoshiyuki Kuroda	Director	Takashi Utagawa
Corporate Auditor	Shinsuke Nakajima	Corporate Auditor	TetsuJi Tani	Number of employees:	54

## » Organization Chart



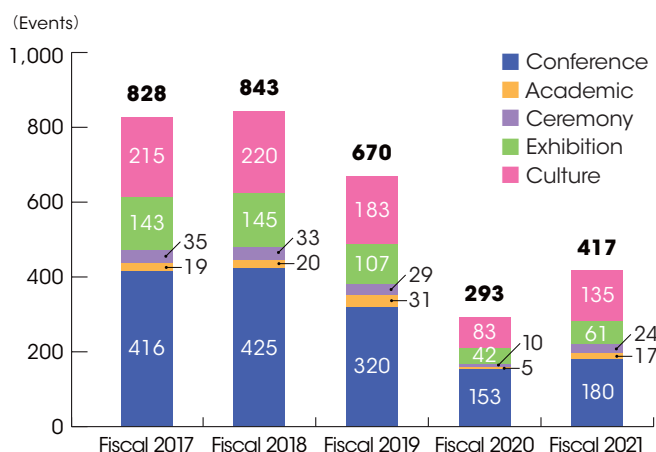
# Operational Status of Tokyo International Forum Facilities

## » Facility occupants' rates

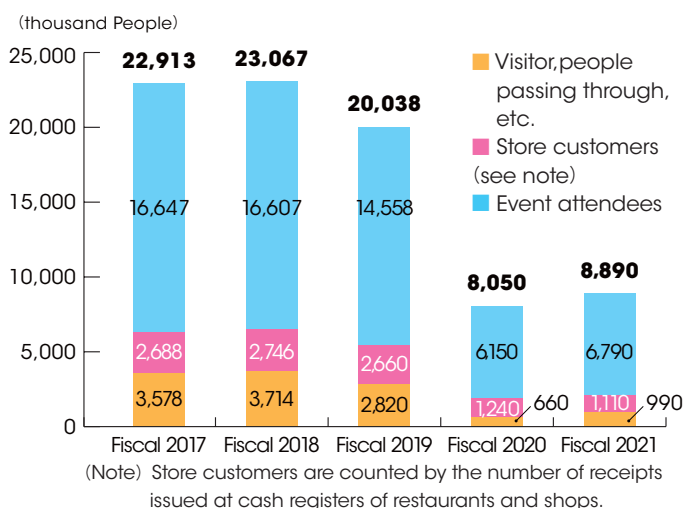


Notes) 6 main facilities: hall A, B7, B5, C, D7, E Conference rooms in G building : 31  
 Calculation method for occupancy rates: Number of days in use ÷ (365<or>366 - Number of inspection days<24 per year>)  
 Days that facilities cannot be used due to large scale repairs and maintenance are not counted.

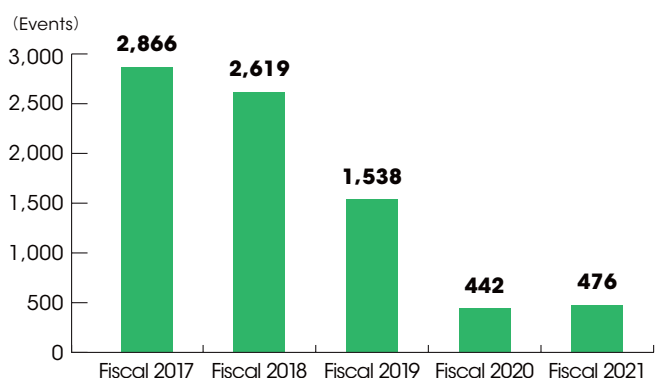
## » Number of events held at main facilities by type of event



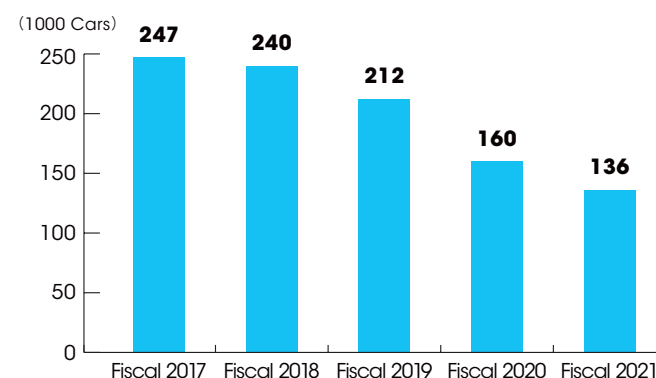
## » Total number of visitors (estimate)



## » Number of events held in conference rooms



## » Number of parking lots used



# Major Events held in Fiscal 2021

Classification	Event Name	Dates Held	Event Venues
Conference	The 54th JAIF Annual Conference	Apr. 13-14, 2021	D7
	The 1st Global Youth Forum for a Culture of Lawfulness	Oct. 9-10, 2021	B5
	Human Rights Festa TOKYO 2021	Oct. 10-12, 2021	D7,D5,D1,LG,P
	80th National Industrial Safety and Health Convention, Green Cross Exhibition	Oct. 27-29, 2021	A,B7,B5,C,E,LG,CR
	ad:tech tokyo 2021	Nov. 1-2, 2021	D7,D5,D1,E,CR
	Lecture to celebrate Soroptimists 100th Anniversary	Nov. 30, 2021	B7
	SIGGRAPH Asia 2021	Dec. 14-17, 2021	B5,C,E,LG,CR
	IEEE MEMS 2022 Conference	Jan. 9-13, 2022	B7
	The 1st Criminal Justice Forum for Asia and the Pacific	Feb. 14-15, 2022	B7, B5
Academic	The 118th Annual Meeting of the Japanese Society of Internal Medicine	Apr. 9-11, 2021	A,B7,B5,E(1),CR
	The 61st Annual Meeting of the Japanese Respiratory Society	Apr. 23-25, 2021	B7,B5,C,D7,D5,E,CR
	The 94th Annual Meeting of the Japanese Orthopaedic Association	May 20-23, 2021	All facilities
	The 36th Annual Meeting of the Japanese society of Cataract and Refractive Surgery	Jun. 25-27, 2021	B7,B5,C,E(1),CR
	The 41st Annual Meeting of CMS group	Oct. 3, 2021	A, B7
	The 62nd Annual Meeting of the Japan Orthoptic Congress	Nov. 20-21, 2021	A,CR
	The 40th Annual Meeting of Japan Society for Dementia Research	Nov. 26-28, 2021	C,D7,D5,D1,CR
	The 60th Annual Meeting of Japanese Retina and Vitreous Society	Dec. 3-5, 2021	B7,B5,C,CR
	The 45th Annual Meeting of the Japanese Society of Ophthalmic Surgery	Jan. 27-31, 2022	B7
Exhibition	Premium Textile Japan 2022 SS	May 25-26, 2021	E(1)
	Cable Tech Show 2021	Jun.3-4, 2021	E
	GLOBAL FESTA JAPAN 2021	Oct. 9-10, 2021	E (2)
	Financial Information Technology 2021	Oct. 14-15, 2021	B7,B5,C,D7,D5,E,LG,CR
	TOKYO INTERNATIONAL AUDIO SHOW 2021	Nov. 5-7, 2021	D5,LG,CR
	KUMIAI Matsuri in TOKYO	Nov.14-28, 2021	LG
	Photo Exhibition "100 Years of Japanese Work Styles: A News Agency of Eyewitness"	Dec. 2-3, 2021	E
	EV Bike Collection in TOKYO 2021	Dec.4-5, 2021	E,P
	JFW Japan Creation 2022, Premium Textile Japan 2022 AW	Dec.7-8, 2021	E,LG,GL
	CHALLE SPO! TOKYO	Dec. 19, 2021	E,LG,CR
	LIFE WORK BALANCE EXPO TOKYO 2022	Feb. 7, 2022	E(1)
	J-CULTURE FEST presents "Beautiful Hinamatsuri World"	Mar. 1-6, 2022	B5
Culture	SAWADA KENJI SOLO DEBUT 50TH ANNIVERSARY LIVE 2021 "BALLADE"	May 28, 2021	A
	Akira Fuse 55th ANNIVERSARY LIVE TOUR FINAL	Jun. 6, 2021	A
	Hiroko Moriguchi 35th Anniversary concert	Oct. 3, 2021	C
	AI 20th Anniversary tour "IT'S All ME" FINAL ~ AI Birthday Special ~	Nov.1, 2021	A
	60th Birth Anniversary TOSHIHIKO TAHARA Double T Wonderland 2021	Nov. 10, 2021	A
	Takarazuka Revue Flower troupe & Moon troupe 100th anniversary "Greatest Moment"	Nov. 13-22, 2021	C
	TOKYO FANTASHION 2021 Nov.	Nov. 20, 2021	B7
	"Tetsuko's Room" Concert	Nov. 24, 2021	A
	K-PRO Special Live "TOP OF THE PARADE 43" in Tokyo International Forum	Nov. 24, 2021	C
	KING CRIMSON MUSIC IS OUR FRIEND JAPAN 2021	Nov. 27-18, 2021	A
	Monday Cine-Salon & Talk	4 times	B5
	MANKAI STAGE 『A3!』 Troupe LIVE ~ AUTUMN 2021 ~	Dec. 8-12, 2021	C
	The 72nd NHK "Kohaku Uta Gassen"	Dec. 31, 2021	All facilities
	NHK "UTA-CON"	11 times	A
	Kazuo Funaki 60th anniversary concert 2022	Jan. 18-19, 2022	A
	Iwatani presents Mariko Takahashi concert vol.44 2020 Our Days Supported by TACHIHI	Jan. 30, 2022 Feb. 5-6, 2022	A
	The BODYGUARD The MUSICAL	Feb. 8-19, 2022	C
	Musical "CURTAINS"	Feb.26-Mar.13, 2022	C
	J-CULTURE FEST presents "HINAMATSURI IN WONDERLAND"	Mar. 3-6, 2022	B7
	JOQR 70th anniversary NOGIZAKA46's 「NO」 presents 「NO」 fes	Mar. 15, 2022	A
	IL DIVO GREATEST HITS TOUR 2022	Mar. 26-27, 2022	A

A:hall A、B7:hall B7、B5:hall B5、C:hall C、D7:hall D7、D5:hall D5、D1:hall D1、CR:Conference Rooms、  
E:hall E (entire area)、E1:hall E1、E2:hall E2、LG:Lobby Gallery、GL:Lounge、P:Plaza

# Event Hosting

As a space to create and disseminate culture, Tokyo International Forum actively carries out events that bring a lively ambiance to the area and contribute to the people of Tokyo and society as a whole.

In light of the spread of COVID-19 and other factors, in fiscal 2021 several of our regular events were canceled or held at different times.

## » La Folle Journée TOKYO



The classical music festival “La Folle Journée TOKYO” had been held every year since 2005 during the Golden Week holidays at the Tokyo International Forum and in Otemachi, Marunouchi, Yurakucho, and other areas.

In fiscal 2021 we gave positive consideration to holding it despite the ongoing COVID-19 pandemic, and we proceeded with preparations for a one-day-only special plan. However, because the “Priority Measures to Prevent the Spread of the Disease” was in effect on the planned date, we opted to shelve the event.

## » J-CULTURE FEST



With the aim of providing opportunities to approach Japanese culture and find new value within, J-CULTURE FEST started in fiscal 2016 as a Tokyo International Forum's 20th anniversary project. Favorably received by many, that legacy continues, with the event held during every New Year's Day holiday.

In fiscal 2021, we changed the dates for the event to March and put on a doll festival-themed program that both adults and children could enjoy, consisting of a musical and an interactive, themed exhibition.

In “J-CULTURE FEST Presents Costumes Meets Musical ‘Hinamatsuri in Wonderland,’” performers wearing real costumes such as junihitoe (formal kimonos worn by female nobility) and kariginu (informal attire worn by male nobility) danced and sang as hina doll characters, presenting a resplendent musical with an elaborate original script, backed by live music.



Photo by Hisashi Miyakawa

Dates	March 3 (Thurs.) to 6 (Sun.), 2022
Venue	Hall B7
Performers	Koji Yamamoto / Asato Shizuki / Fuku Suzuki / Saho Iwatate / Yurina Gyoten / Haruka Komiyama
Organizers	Izutsu / Tokyo International Forum
Planning and production	Izutsu Kikaku / Izutsu Tokyo
Production cooperation	Hanagumi shibai / Sunrise Promotion Tokyo / OZ Entertainment
Number of visitors	1,730

“J-CULTURE FEST Presents the Interactive, Themed Exhibition ‘The Lovely World of Hinamatsuri’- An Exhibit Tracing the Hinamatsuri Roots of Heian, Edo, and Today” introduced the world of the Hinamatsuri as passed down from the Heian era's “hina doll play” to the Edo period and today, through an exhibit of life-sized clothing, 1/4 scale dolls, and modern doll decorations.

In addition to an interactive program that let visitors try on Heian era costumes, there were workshops for making sachets and playing hentsugi, a game involving matching the elements of Chinese characters. A large number of guests enjoyed the event day after day.

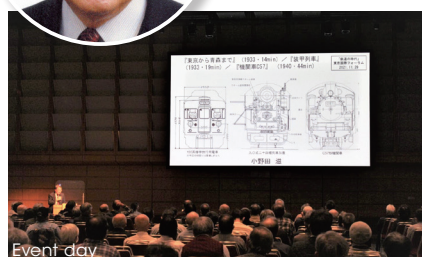


Dates	March 1 (Tue.) to 6 (Sun.), 2022
Venue	Hall B5
Organizers	Izutsu / Tokyo International Forum
Planning and production	Izutsu Kikaku / Izutsu Tokyo
Number of visitors	2,305

## » Monday Cine-Salon & Talk



Supervisor & lecturer  
(Sessions 1-4): Shigeru Onoda (Railway Technical Research Institute, PhD in Engineer, Fellow of Japan Society of Civil Engineers)



Passenger ticket-style admission ticket

With National Film Archive of Japan, we have been jointly organizing the Monday Cine-Salon & Talk since fiscal 2016, presenting selected rare documentary films with commentary by a lecturer.

In fiscal 2021, the theme was “The Railway Era, Vol. 2,” and we showed cherished films about how railways connect people.

To prevent the spread of COVID-19, we also streamed the “Monday Cine-Salon & Talk” online, so that guests could enjoy it outside of the venue as well.

	Title	Dates/Venue/Number of visitors	Names of films
Session 1	Protecting Life / The Power of Transport	October 11 (Mon.), 2021 Hall B5 Streaming October 16 (Sat.) to November 14 (Sun.), 2021 Number of visitors: 187, Online streaming views: 698	“Toho Cultural Film Series: Live Fish Trains,” “Diesel Multiple-Unit Express” “Kiso Ohtaki Logging Railway - Logging Train Leaving a Cypress Growing Area”
Session 2	Railway Power Before the War	November 29 (Mon.), 2021 Hall B5 Streaming December 4 (Sat.) to December 31 (Fri.), 2021 Number of visitors: 164, Online streaming views: 429	“School Curriculum Film Part 3: 6th Grade at Jinjo Elementary, Reading Material Film, From Tokyo to Aomori,” “Armored Trains,” “C57 Locomotives”
Session 3	Connecting Regions	January 31 (Mon.), 2022 Hall B5 Streaming February 7 (Mon.) to March 6 (Sun.), 2022 Number of visitors: 136, Online streaming views: 424	“Railways’ Growth and Towns’ Transitions,” “The Railway Passing Over the Sea,” “Shin Shimizu Tunnel: 13,500m through Mt. Tanigawa”
Session 4	Railway Kingdom Hokkaido	March 14 (Mon.), 2022 Hall B5 Streaming March 22 (Tue.) to April 21 (Thur.), 2022 Number of visitors: 132, Online streaming views: 148	“Railway Kingdom: Hokkaido's Rise and Decline”

## » Events Jointly Organized with Tokyo Metropolitan Government TOKYO FANTASHION 2021 Nov.



We hosted TOKYO FANTASHION, a fashion event featuring a team of young designers that represent Tokyo, “CREATORS TOKYO.”

For the first time in two years, up-and-coming brands converged on Tokyo International Forum, for an event that put these young designers’ sensibilities and talents on full display.

Date	November 20 (Sat.), 2021
Venue	Hall B7
Organizers	Tokyo Metropolitan Government, Tokyo International Forum, TOKYO FANTASHION Executive Committee
Planning & production	Tokyo International Forum, Bunka Gakuen (Tokyo New Designer Fashion Grand Prix Committee)
Online streaming	December 1, 2021 to February 28, 2022 The fashion show was streamed online on YouTube on the day of the event.
Number of visitors	1,200 (Online streaming views: 314)

## » Regional Cooperation Effort OPEN CITY MARUNOUCHI



“OPEN CITY MARUNOUCHI” is a walking tour event where participants discover the unknown charms of one of Japan's leading office districts, covering the neighborhoods of Otemachi, Marunouchi, and Yurakucho. We offered 32 programs that allowed participants to enter places that are normally off-limits, to learn behind-the-scenes history they could only hear here, and even to hear from some of the latest sustainable business minds.

Tokyo International Forum partnered with photographer Shumpei Ohsugi to hold a photo tour, in which participants took their best photos of tour sites. Ohsugi selected one photo by each participant and posted it in the photo gallery on the Forum's official website.

Dates:	October 8 (Fri.) and October 9 (Sat.), 2021
Photo Gallery	<a href="https://www.t-i-forum.co.jp/about/building/">https://www.t-i-forum.co.jp/about/building/</a>

# Central City MICE\* Activities

Tokyo International Forum plays a leading role in attracting and executing MICE in Tokyo and Japan as a convention and arts center that represents Japan.

Marunouchi, where Tokyo International Forum is located, is at the heart of Japan's business, and in recent years it has gained appeal as a culture and tourism area. Via its underground concourse, Tokyo International Forum connects the area between Tokyo Station on its northern side and JR Yurakucho Station and Tokyo Metro Yurakucho Station on its southern side. It is conveniently accessible not only by rail but also by air, located only about 30 minutes from Haneda Airport and about 1 hour from Narita Airport. Also, there are numerous guest accommodations in the vicinity of the Tokyo International Forum, from international luxury hotels to reasonable business hotels.

The lush Kokyo Gaien National Garden, the world-renowned shopping area Ginza, and Hibiya's theater district, among others, lie within walking distance, and the area where Tokyo International Forum is located is truly top-class, featuring a concentrated dosage of Tokyo's charm.

We are joining together the functions of an overall area where a variety of facilities and roles are concentrated, such as business, tourism, retail establishments, and lodging, and Tokyo International Forum's strong performance as a convention and art center. As a "Central City MICE" nucleus offering a high added-value MICE environment via the area as a whole, we are partnering with the Tokyo Metropolitan Government and the area as we work on attracting and hosting international MICE.

\*MICE is a term that refers to business events and is created from the first letters of four different types of such events: Meeting, Incentive Travel, Convention, and Exhibition/Event.

## » SIGGRAPH Asia 2021



This is an Asian computer graphics and interactive technology conference and exhibition. In its second iteration in Tokyo, after the 2018 event, the conference was held in a hybrid format with some aspects taking place online, and numerous industry players involved in the technology and creative fields around the world attended.

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Meeting Dates:	Conference	December 14 - 17, 2021
	Exhibition	December 15 - 17, 2021
Venue:	Conference	Hall C, Hall B5, Glass Building Meeting room
	Exhibition	Hall E
Number of visitors:	App. 4,000 (including online participants)	

## » IEEE MEMS 2022 Conference



IEEE MEMS 2022 is a premier event held once a year for reporting research findings relating to various scientific aspects of micro/nano scale devices, micro/nano systems, and related technology and industry trends. The in-person meeting and the virtual meeting site hosted online formed a set, making it the first IEEE conference to be held in a hybrid format.

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Meeting Dates:	January 9 - 13, 2022	
Venue:	Hall B7	
Number of visitors:	App. 700	

# Topics

## » Tokyo 2020 Olympics and Paralympic Games

Due to the COVID-19 pandemic, the Tokyo 2020 Olympics and Paralympic Games were postponed for one year and took place in 2021 with no spectators present.

The Olympic weightlifting and Paralympic powerlifting competitions were held at Tokyo International Forum.

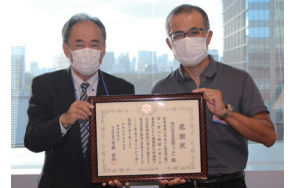
Competition Schedule:

Weightlifting (Olympics) July 24 (Sat.) to August 4 (Wed.), 2021

Powerlifting (Paralympics) August 26 (Thur.) to 30 (Mon.), 2021

## » Recognition from Tokyo Fire Department Marunouchi Station Chief (September 2021)

Tokyo International Forum conducts its business on the understanding that safety and security is our unwavering mission. Every day we are highly aware of the importance of fire and disaster prevention management, and we proactively carry out our duties based on applicable laws and regulations. On September 9 (First Aid Day), we were recognized by the Tokyo Fire Department Marunouchi Station chief for pro-actively and systematically working to improve emergency relief skills and contributing to the promotion of emergency services.



## » New Restaurant Ya Kun Kaya Toast Opens (June 2021)

Ya Kun Kaya Toast, a long-established Singaporean restaurant offering staple Singaporean breakfast items such as kaya toast with kaya jam and kopi, a customizable rich milk coffee, opened in the C block 1F, on the Imperial Palace side.



## » Renovation: Cafe by Day, Bar by Night, PRONTO (October 2021)

PRONTO IL BAR in the underground concourse underwent renovation from a cafe & bar style to a “cafe by day, bar by night,” also changing its name to PRONTO. Its nighttime bar falls into an original business category and goes by the name of “Kissa (coffee shop) + Sakaba (bar) = Kissakaba.”



## » Imperial Hotel Food Truck Appears in Plaza at Lunchtime (October 2021 to January 2022)

The Imperial Hotel, which conducts Tokyo International Forum's catering service, deployed its food truck to the Plaza at lunchtime for a limited time. With a menu that changed weekly, it sold items such as curry, sandwiches, and soup and earned positive reviews.



## » Special Needs Changing Table Installed in Multipurpose Restroom (October 2021)

A special needs / adult changing table was installed in the multipurpose restroom in the underground concourse.



Entrance



with the table folded up



with the table open

## » Second Chiyokuru Port Opens (December 2021)

Due to strong demand for the bicycle sharing service Chiyokuru, the second Chiyokuru port on forum grounds opened on the Glass Building Yurakucho Station side.

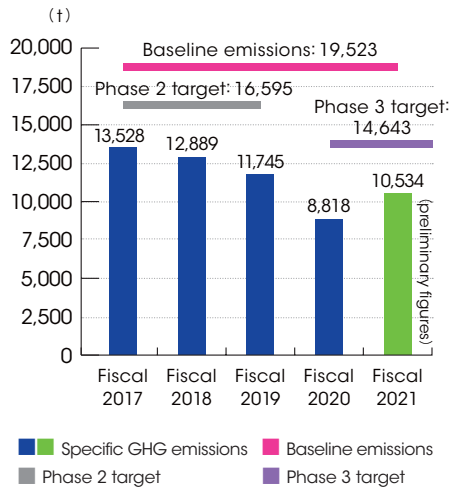


Chiyokuru Port

# Environmental Initiatives

## » Initiative to reduce greenhouse gas emissions

Transitions of Greenhouse Gas emissions



The Tokyo Metropolitan Environmental Security Ordinance requires businesses to reduce greenhouse gas (GHG) emissions. It set a baseline emissions based on the average annual GHG emissions for three years between fiscal 2002 and 2007. Since 2010 we have a plan designed in 5-year increments, with phase 1 (fiscal 2010-14) mandating a 6% reduction from the baseline emissions and phase 2 (2015-19) requiring a 15% reduction, while in phase 3 starting in 2020 (2020-24) we must reduce emissions by 25% from the baseline emissions.

Tokyo International Forum actively implemented environmental countermeasures in both physical aspects such as upgrading to energy-saving air conditioning and lighting equipment as well as administrative aspects such as carefully managing our operation schedule, allowing us to reduce emissions by even more than the required amount. Our fiscal 2021 greenhouse gas emissions amount was 10,534 tons (preliminary estimate), which equals 71.9% of the targeted amount. The emissions amount increased since fiscal 2020, but it remains low. This was affected by the fact that, despite an increase in facility rentals, the number was still small compared to before the pandemic, and Tokyo 2020 Olympic and Paralympic Games were held without spectators present.

※Baseline emissions: A figure reached by recalculating Tokyo International Forum's average annual GHG emissions between fiscal 2002 and 2007 using the GHG emission factor for phase 2 of the plan.

## » Initiatives to reduce environmental burden



In order to conserve energy while maintaining guests' comfort and convenience, the facilities use an energy management system (EMS) to optimize operation of air conditioning and other equipment.

Tokyo International Forum tracks its usage of renewable energy on a real-time basis and displays it using on-site digital signage devices and the official website to disseminate information about its environmental activities in an easy-to-understand manner.

- (1) Solar power generation system - App. 600㎡ on the Hall Building roof, power generating capacity 93kW
- (2) Solar heat collecting system - App. 400㎡ on the Hall Building roof, heat collecting temperature 85°C
- (3) Waste water recycling
- (4) Rooftop greening - Greening zone installed on Glass Building meeting room roof
- (5) Electrical energy from food waste
- (6) Energy-efficient lighting and air conditioning
- (7) Optimal use of equipment, etc. via energy management systems.

## » Work-related efforts greenhouse gas emissions

### (1) Promotion of use of environmentally friendly products

- ① We use Eco Mark certified materials for maintenance and repair work on facilities and equipment. We use Eco Mark certified paint, which has fewer volatile organic compounds (VOC), for some painting. Eco Mark certified paneling made from recycled materials is used for some interior paneling.
- ② For pamphlets and other printed material, we use Forest Stewardship Council (FSC) accredited paper, paper made with environmentally friendly pulp, and "green printing," performed in a factory that meets the printing industry's voluntary environmental standards.

### (2) Promotion of plastic reduction

- ① In addition to offering mineral water in plastic bottles as part of our catering service, we began offering it in paper cups and aluminum cans
- ② We reviewed the components of our produced items and changed to paper-based rings and bags for our promotional calendars.

### (3) Environmentally friendly "Reco Boards," which are made from wood waste and used sign panels

Sign panels are essential to hosting events and are produced separately for each event. As a product for our event support service (setup service), we offer fully recycled and environmentally friendly "Reco Board" sign panels.

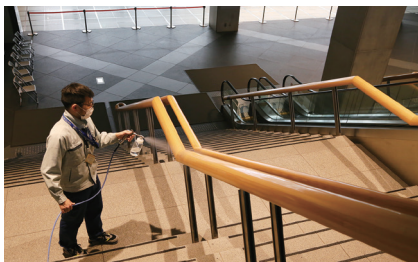
## » Efforts to promote SDGs



In order to contribute to solving not only environmental problems but also various social problems through our corporate activities, in fiscal 2021 we launched a cross-departmental project team in Tokyo International Forum as a first step toward promoting SDG efforts. As part of this, we conducted field studies of examples at other progressive companies and exchanged opinions about the challenges our company should work on. Beginning in fiscal 2022, we are setting up an SDGs promotion committee in the company, and we will look in detail at a variety of efforts that will help to realize a sustainable society.

# Efforts for safety and security

## » Countermeasures against COVID-19



Tokyo International Forum, with the health and safety of our guests and staff as our top priority, has partnered with the Tokyo Metropolitan Government and related organizations to implement thorough countermeasures against COVID-19, in cooperation with the facilities' event organizers, related parties, and visitors.

### (1) Tokyo International Forum's efforts

#### » Antivirus and antibacterial measures for facilities and rental equipment

We have implemented virus prevention and antibacterial measures for rental equipment (chairs, tables, etc.) and for the main surfaces in rental facilities (seats, handrails, doorknobs, switches, etc. in halls, meeting rooms, and dressing and waiting rooms).

#### » Sterilizing

In addition to regular daily cleaning, we are wiping down places that guests frequently touch, such as those indicated below, using a disinfectant solution.

- Hand sanitizer placed at every entrance in the facilities.
- Common areas: Doorknobs, escalator and other handrails, and buttons of elevators and vending machines.
- Rental hall areas: Arm rests of audience chairs (after an event ends). We are also happy to conduct special tasks as requested by the event organizers.

#### » Fixtures and services offered to avoid the risk of infection

#### » Response to suspected infection

As for our response to suspected infection, we established response procedures both for in-house and in partnership with the various event support service companies.

#### » Partnership with local government

The QR code for the Tokyo COVID-19 Mimamori Service, provided by the Tokyo Metropolitan Government, is displayed in the facilities, among other measures.

### (2) Requests for cooperation from event organizers

When planning and executing an event, event organizers are asked to cooperate with regard to the following matters.

- » Planning and executing events in accordance with the guidelines issued by the Japanese government, the Tokyo Metropolitan Government, and industry associations  
Observing admission limits on the number of people who enter, and adhering to a venue layout that ensures social distancing
- » Pro-actively promoting COVID-19 prevention measures to event participants, encouraging them to install a contact-confirming app, and asking them to provide their contact information

## » Implementation of various drills

To ensure safety and security, Tokyo International Forum engages repeatedly in a variety of drills for the purpose of enhancing our response capacity.

### (1) In-house firefighting drills

We implemented comprehensive in-house firefighting drills covering tasks such as dispatch, evacuation guidance, fire-resistant compartment formation, and fire extinguisher and indoor fire hydrant operation.

### (2) Evacuation route confirmation drills

We conducted evacuation route confirmation drills that let participants actually walk through and experience the evacuation routes that they don't usually take.

### (3) Temporary shelter setup drill

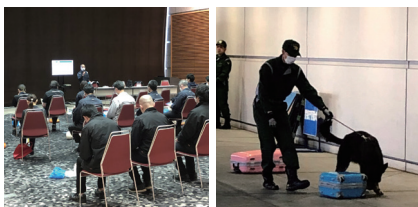
We conducted a drill for setting up a specially installed public phone in times of disaster for cases when a temporary shelter is opened.

### (4) Crisis management training

We conducted training on actions when a suspicious object is discovered and terrorist acts using chemical agents.

### (5) Standard lifesaving course

To learn first aid techniques such as cardiopulmonary resuscitation (CPR), AED use, and first aid, Tokyo International Forum staff took a standard lifesaving course.



# Financial Statements

## Balance Sheet

As of March 31, 2022

Account	Amount	Account	Amount
(Assets)	(Unit: Thousands of Yen)	(Liabilities)	(Unit: Thousands of Yen)
<b>Current Assets</b>	<b>3,717,781</b>	<b>Current Liabilities</b>	<b>2,997,443</b>
Cash and deposits	3,373,742	Accounts payable-trade	1,395,700
Accounts receivable - trade	292,431	Lease obligations	34,676
Stock account	37,253	Accounts payable-other	456,399
Prepaid expenses	9,624	Accrued expenses	9,422
Advances paid	2,304	Income taxes payable	1,669
Accounts receivable – other	12,448	Accrued business office taxes	56,540
Other	409	Consumption tax payable	19,597
Allowance for doubtful accounts	△ 10,433	Contract liabilities	911,144
		Deposits received	8,120
		Provision for bonuses	31,004
		Allowance for repairs	73,149
<b>Non-current Assets</b>	<b>1,718,653</b>	<b>Non-current Liabilities</b>	<b>733,668</b>
<b>Property, Plant and Equipment</b>	<b>930,233</b>	Lease obligations	68,808
Buildings	694,359	Provision for retirement Benefits	271,140
Structures	31,797	Long-term guarantee deposits	393,720
Vehicles	4,087		
Furniture and fixture	102,971		
Lease assets	97,017		
<b>Intangible Assets</b>	<b>60,453</b>	<b>Total Liabilities</b>	<b>3,731,111</b>
Software	58,547	(Net assets)	
Telephone subscription rights	1,905	<b>Shareholders' equity</b>	<b>1,705,323</b>
		<b>Capital stock</b>	<b>490,000</b>
<b>Investments and Other assets</b>	<b>727,966</b>	<b>Retained earnings</b>	<b>1,215,323</b>
Investment securities	700,000	Legal retained earnings	27,930
Long-term prepaid expenses	27,896	Other retained earnings	1,187,393
Other	70	Retained earnings brought forward	1,187,393
<b>Total Assets</b>	<b>5,436,435</b>	<b>Total Net Assets</b>	<b>1,705,323</b>
		<b>Total Liabilities and Net Assets</b>	<b>5,436,435</b>

## Statement of Income

From April 1, 2021 to March 31, 2022

Account	Amount (Unit: Thousands of Yen)	
<b>Net sales</b>		<b>3,451,462</b>
<b>Cost of sales</b>		<b>3,646,141</b>
<b>Gross loss</b>		<b>194,679</b>
<b>Selling, general and administrative expenses</b>		<b>1,310,482</b>
<b>Operating loss</b>		<b>1,505,162</b>
<b>Non-operating income</b>		
Interest income	1,433	
Miscellaneous income	117,194	119,227
<b>Non-operating expenses</b>		
Interest expenses		1,308
<b>Ordinary loss</b>		<b>1,387,243</b>
<b>Extraordinary income</b>		
Compensation income for expropriation of facilities		996,963
<b>Extraordinary loss</b>		
Loss on disposal of non-current assets	1,732	
Refund amount for penalty income from the previous fiscal year	23,952	25,684
<b>Loss before income taxes</b>		<b>415,964</b>
Income taxes-current		530
<b>Net loss</b>		<b>416,494</b>

# Overview of Facilities

(As of April 1 2022)

Name	Tokyo International Forum	
Address	5-1 Marunouchi 3-chome, Chiyoda-ku, Tokyo	
Site area	Approximately 27,000m <sup>2</sup>	
Total floor area	Approximately 145,000m <sup>2</sup>	
Opening date	January 10, 1997	
Owner	Tokyo Metropolitan Government	
Administrating Organization	Tokyo International Forum Co., Ltd.	
Architect	Rafael Viñoly (U.S.A.), winner of the International Design Competition	
Halls, etc.	Hall A	Raked auditorium; capacity 5,012 seats (3,025 seats on 1st tier; 1,987 seats on 2nd tier)
	Hall B7	Flat-floored hall; floor area 1,400m <sup>2</sup> (can be divided into two areas, 670m <sup>2</sup> /670m <sup>2</sup> )
	Hall B5	Flat-floored hall; floor area 600m <sup>2</sup> (can be divided into two areas, 280m <sup>2</sup> /300m <sup>2</sup> )
	Hall C	Raked auditorium; capacity 1,502 seats (739 seats on 1st tier; 363 seats on 2nd tier; 400 seats on 3rd tier)
	Hall D7	Flat-floored hall; floor area 340m <sup>2</sup> (retractable seating system 100 seats/180 seats)
	Hall D5	Flat-floored hall; floor area 285m <sup>2</sup>
	Hall D1	Flat-floored hall; floor area 137m <sup>2</sup>
	Hall E	Floor area 5,000 m <sup>2</sup> (can be divided into two areas, 3,000m <sup>2</sup> /2,000m <sup>2</sup> )
	Conference rooms	D Block: 3 conference rooms on 4F and 5F Glass Building: 31 conference rooms on 4F-7F (10 rooms each on 4F-6F and 1 room on 7F)
	Other areas	Lobby Gallery 700m <sup>2</sup> ; Lounge 224m <sup>2</sup>
Glass Building	Scale	Area approximately 4,000 m <sup>2</sup> (length approx. 207 m; maximum width approx. 32 m; height approx. 60 m)
	Number of glass pieces	Approximately 3,600 pcs. (1,800 on west side; 1,000 on roof; 800 on east side)
	Glass dimensions	2.6 m x 2.5 m on walls; 1.7 m x 1.9 m on roof
Plaza	Scale	Area approximately 9,700m <sup>2</sup>
	Plants, etc.	Trees include 42 Japanese zelkova trees, 15 Katsura trees; 3 artworks
	Other information	Rental spaces: A-approx. 880m <sup>2</sup> ; B-approx. 670m <sup>2</sup> ; C-approx. 380m <sup>2</sup> ; D-approx. 160m <sup>2</sup>
Parking	Hours, etc.	B3F; 7:00 a.m. to 11:30 p.m. (all year)
	Parking spaces	420 lots (including 7 lots for visitors with disabilities)
Stores, etc.	Cafés & restaurants	9 locations (5 on B1F, 3 on 1F, and 1 on 7F)
	Stores	3 stores (art store, lifestyle store, convenience store)
	Services	1 store (relaxation massage parlor)
	Museum	Mitsuo Aida Museum, B1F
Artworks	Total 134 works of art by 50 artists, including The Red and The Black by Ellsworth Kelly	



hall A



hall E



hall C



hall B7



hall B5



hall D7

# History of Tokyo International Forum

## » From a basic concept to opening day

December 3	1980	Construction of city hall proposed at My Town Concept Panel Community Section Meeting
August 22	1985	Announcement of basic concept of construction plan for the Tokyo City Hall
January 24	1986	Inauguration of the Council of Tokyo Metropolitan Government for constructing Tokyo International Forum (final report on December 24, 1987)
November 2	1989	Results of the International Design Competition announced with Rafael Viñoly as the winning architect
October 9	1992	Construction started
September 1	1994	Establishment of Tokyo International Foundation
December 1	1994	Opening of facility reservations for Tokyo International Forum
May 31	1996	Construction of Tokyo International Forum completed
July 1	1996	Tokyo Metropolitan Government lent Tokyo International Forum to Tokyo International Foundation
January 10	1997	Grand opening of Tokyo International Forum

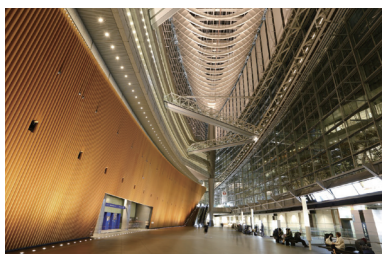
## » Transition from Tokyo International Foundation to Tokyo International Forum co., Ltd.

January 10 – March 29	1997	Tokyo Tokimeki Fiesta held to commemorate the opening of Tokyo International Forum
Mar.1	1997	General opening of halls and conference rooms
December 24, 2000 – January 1, 2001		Forum Millenario Club year-end event held (held annually until 2005)
October 1	2001	General opening of Plaza
December 21	2001	Announcement of change in status from foundation to stock corporation
August	2002	Commemorations of 5th anniversary of Tokyo International Forum (Tokyo Art Jungle, etc.)
April 4	2003	Establishment of Tokyo International Forum Co., Ltd.
July 1	2003	Tokyo International Foundation transferred business to Tokyo International Forum Co., Ltd.

## » Tokyo International Forum co., Ltd.

July 1	2003	Tokyo International Forum Co., Ltd. began operation; signs on the premises changed; operating hours extended (7:00 a.m. to 11:30 p.m.)
July	2003	Neo Stall Village came to Plaza (every weekday thereafter)
October	2003	Oedo Antique Market came to Plaza (once a month until September 2005, twice a month from October 2005)
November 1	2003	Mitsuo Aida Museum opened
July	2004	The Neo Stall Village Super Night first held (held each year between April and November since then)
March	2005	Installed Lobby Gallery panel lighting (lighting poles/pillars); expanded women's restroom on the B1F of A Block
April 24 –May 1	2005	La Folle Journée au Japon "Days of Enthusiasm" music festival 2005 (now La Folle Journée TOKYO) held during Golden Week holidays (and every Golden Week holidays since then)
April	2006	Expanded women's restroom in Hall A; installed elevator in Hall E; installed escalator near exit to Tokyo Station; designated entire Plaza as non-smoking area
December 8, 2006 – January 15, 2007		"HARMONIA" year-end event held (also held 2007 and 2008)
Throughout	2007	Celebrations held to commemorate 10th anniversary (Marunouchi Kids Fiesta, * etc. in August), *Marunouchi Kids Fiesta (now Marunouchi Kids Jamboree) continues to be held in August of every year
June 1	2007	General opening of conference room G701
March	2008	Smoking room installed in Hall E lobby
August	2008	Tokyo International Forum Environmental Policy decided
From April to December	2009	First phase of large-scale renovation work based on 10-Year Medium-Term Renovation and Improvement Plan
December	2009	"Marché de Noël de Strasbourg" year-end event held (also held 2010)

January	2010	Greenery added to roof and terrace on the seventh floor of the Glass Building
February	2010	First phase of PA system renovation of hall A
From April	2010	2nd phase of large-scale renovation work
February	2011	2nd phase of PA system renovation of hall A
March 11	2011	Great East Japan Earthquake struck. Tokyo International Forum accepted people left stranded by the incident
March 31	2011	Renovated Hall D1 opened (converted from theater with fixed seating to open floor plan)
From April	2011	3rd phase of large-scale renovation work
Throughout	2012	Events marking 15th anniversary of opening held (including Michael Sandel special lectures in May; Marunouchi Kids Jamboree in August)
From April	2012	4th phase of large-scale renovation work
May	2012	Nursing room opened
From April	2013	5th phase of large-scale renovation work
From April	2014	6th phase of large-scale renovation work
December	2014	“TOKYO stylish NIGHT ‘REFLECTION 2014/2015’” year-end event held
From April	2015	7th phase of large-scale renovation work
June	2015	Installation of digital signage in 7 locations inside buildings
From April	2016	8th phase of large-scale renovation work
August	2016	Expanded Lobby Gallery (sales started in October)
Throughout	2017	Tokyo International Forum’s 20th Anniversary Year (Held 20th Anniversary Projects incl. J-CULTURE FEST, Photo Exhibition "A New Voyage for the Future," and "Lighting Aquarium")
March	2017	Renovated the Information Counter on 1F of Glass Building
From April	2017	9th phase of large-scale renovation work
April	2018	10th phase of large-scale renovation work
August	2019	Held “Hop! Step!! 2020!!! Summer vacation in Tokyo International Forum - Marunouchi kids jamboree Special Session “
March	2020	In light of the worldwide spread of COVID-19 infections, the Tokyo 2020 Olympic and Paralympic Games were postponed for one year. In light of the worldwide spread of COVID-19 infections, “La Folle Journée TOKYO 2020” was canceled
From April to May	2020	The Tokyo International Forum was temporarily closed due to the declaration of emergency
May	2020	#LightItBlue Illumination to show thanks for the doctors, nurses, and other health care workers
April	2021	In light of the worldwide spread of COVID-19 infections, “La Folle Journée TOKYO 2021” was canceled.
June	2021	“Ya Kun Kaya Toast” opened
From July to September	2021	Tokyo 2020 Olympic and Paralympic Games’ weightlifting and powerlifting competition took place.
From October to January	2021	The Imperial Hotel deployed its food truck to the Plaza during lunchtime on weekdays.
From October to March,2022	2021	Held “Monday Cine-salon & Talk - The Railway Era Vol. 2” ( #1 ~ 4)
March	2022	Held “J-CULTURE FEST presents ‘Hinamatsuri in Wonderland,’ - ‘The Lovely World of Hinamatsuri’”



Glass Building at night



Tokyo International Forum exterior



Glass Building



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