

## Nisshin Seifun Group

# Request to Our Valued Suppliers (Supplier Guidelines)

The Nisshin Seifun Group (the "Group") has recently established the "*Nisshin Seifun Group Responsible Procurement Policy*" based on the "*Corporate Code of Conduct and Employee Action Guidelines*" and the "*CSR Principles*". The Group believes that collaboration across our entire supply chain is essential to realize the sustainable development of society.

We respectfully request that each of our valued suppliers understand the purpose and content of these guidelines and put them into practice in your business. We also request our suppliers to encourage your own suppliers to operate within these guidelines.

## 1. Legal Compliance

### (1) Legal Compliance

Ensure legal compliance with all relevant laws and regulations applicable to supplier's business activities.

### (2) Respect for International Norms of Behavior

Respect international norms of behavior in countries and/or regions where supplier operates, even if such laws and regulations are not formally in place.

## 2. Respect Human Rights and Workers' Rights

### (1) No Discrimination

Do not discriminate on the basis of gender, age, nationality, ethnicity, race, place of origin, religion, belief, disability, sexual orientation, gender identity, etc.

### (2) No Child Labor / Forced Labor

Do not tolerate the use of child labor under legal working age, any form of forced labor, slave labor, and labor through human trafficking.

### (3) Respect for Workers' Rights

Respect fundamental principles and rights applicable to workers, such as freedom of association and the right to collective bargaining, in accordance with the laws and regulations of each country.

### (4) Fair Wages and Appropriate Management of Working Hours

Pay fair wages in excess of the minimum wage and living wage and manage working hours appropriately, in accordance with the laws and regulations of each country.

(5) Ensuring Employees' Health and Safety

Provide a safe and healthy working environment in compliance with the laws and regulations of each country.

(6) No Harassment

Do not harm the dignity of individuals through harassment.

(7) Respect Rights of Local Peoples

Respect the rights of local and indigenous peoples in the regions where Supplier conducts business.

### **3. Global Environment**

(1) Climate Change Actions

Take action to reduce greenhouse gas emissions through activities such as energy conservation, low-carbon and/or decarbonized energy use.

(2) Recycling Resources

Promote efforts to reduce, reuse and recycle resources in order to promote efficient use and recycling. Also promote the use of materials and raw materials that have less environmental impact.

(3) Appropriate Use of Water

Promote efficient and recyclable use of water resources.

(4) Pollution Control

Prevent air, water, and soil contamination in accordance with relevant laws and regulations. Conduct appropriate management of chemical substances and appropriate disposal of waste.

(5) Biodiversity Conservation

Conduct business activities that take into account the impact on vulnerable plants and animals and their habitats.

(6) Procurement of Raw Materials

Strive to conserve resources by using farmed or procured raw materials with due consideration to the conservation of resources.

### **4. Ethics**

(1) Anti-Corruption

Maintain fair business practices, eliminate any corruption and maintain corporate conduct based on sound ethical standards.

(2) Ethical Behavior

Endeavor to: protect intellectual property rights, conduct responsible marketing, appropriately disclose information, maintain confidentiality, protect privacy - including personal information, and avoid antisocial forces.

(3) Animal Welfare

Endeavor to adopt sound treatment of animals, taking into account animal welfare.

## **5. System to Promote Guidelines**

(1) Education and Training

Conduct appropriate education and training for employees to raise awareness of guidelines and content.

(2) Monitoring and Reporting System

Establish internal systems, including for monitoring the status of compliance with guidelines and reporting mechanisms.

Effective Date:  
March 26, 2019