

Sumitomo Densetsu CSR Procurement Guidelines

Sumitomo Densetsu Group recognize its social mission and responsibility and are eager to contribute to social prosperity by creating a favorable and comfortable environment that supports more affluent society through our business activities. To this end, we believe that it is necessary for our suppliers, who are important partners in our procurement activities, based on mutual understanding and trust, to work together with us and to engage in activities that contribute to social responsibility.

Therefore, we have summarized here our requests to our suppliers, who are important partners of Sumitomo Densetsu Group, and we would like to request them to actively promote following items.

1. Quality Assurance

We kindly request our suppliers to provide a stable supply of products and services that meet our specifications, safety standards, and quality requirements. If you have any questions about our requirements, please contact us.

2. Meet Deadlines for Delivery

We kindly request that our suppliers strive to establish an internal system to ensure stable supply of products and services and adhere to agreed-upon delivery dates.

3. Fair Price Offer

We kindly request that our suppliers proactively propose advanced technology (value engineering), pursue together with us higher technology and efficiency that will satisfy our clients and customers, and offer fair prices that are competitive in the market.

4. Compliance with Laws and Regulations

We kindly request that our suppliers comply with all applicable laws, regulations, standards, and social norms in the countries and regions where they conduct business activities (i.e., antitrust laws, commercial laws, subcontracting laws, construction industry laws, copyright laws, etc. in each country and region).

5. Consideration of Human rights, Health and Safety

We kindly request that our suppliers respect human rights and privacy, take preventive measures against harassment, ensure that their business activities do not involve forced labor, inhumane treatment, child labor, discrimination, illegal employment of foreign workers, etc., and comply with the laws and regulations of the country or region in which they conduct their business regarding employment conditions for employees, including wages and working conditions, and health and safety standards.

6. Ensuring Fairness and Impartiality

In order to practice honest and ethical business dealings, we kindly request that our suppliers eliminate unfair transactions that take advantage of superior positions, such as unilaterally determining or changing the terms of a transaction, and take thorough measures to prevent corrupt, such as offering or receiving unlawful economic benefits that deviate from social norms, including extortion and bribery. We also request our suppliers to make efforts to disclose information related to the management policy, financial statement, potential risk, and other necessary information to their stakeholders in a timely and proper manner and promote proper communication with them.

7. Protection of Confidential Information (Information Security)

We kindly request our suppliers to strictly manage in a proper manner customers' information and personal data, which are confidential information obtained through any transactions with us, to prevent information leaks, and that our suppliers take protective measures against computer network threats to ensure that their own, their business partners and their customers are not harmed. In the unlikely event of an information security incident, please report it to us without delay and take appropriate measures immediately.

8. Environmental Considerations

We kindly request that our suppliers understand our corporate philosophy "contributing to the creation of a society capable of sustainable development by taking into consideration impact on the environment and striving to conserve it through all our business activities," and we also request that our suppliers continue to promote environmental conservation activities such as 4R (Refuse, Reduce, Reuse, Recycle) initiatives in their business activities, as

well as greenhouse gas emission reduction and procurement of environmentally friendly materials (green procurement).

9. Eliminating Antisocial Forces

We kindly request that our suppliers do not have any relationships with antisocial forces or groups, accept their unreasonable demands, and provide economic benefit for or receive it from such forces or groups in any way.