

Toagosei Group Sustainable Procurement Guidelines

Based on its corporate philosophy of “Through the endless possibilities of chemistry, we bring happiness created by highly functional materials,” the Toagosei Group believes that it is necessary for the entire supply chain, including the Group, to work together and act responsibly as company that is also a member of society.

From this perspective, we have compiled the Toagosei Group Sustainable Procurement Guidelines that outline the actions that the Group is committed to taking together with its business partners. We ask that our business partners understand the purpose of these guidelines and work with us to promote initiatives in accordance with these guidelines.

1. Governance

(1) Legal compliance

We will understand and comply with the laws and regulations of the countries and regions in which we operate.

(2) Organizational structure

We will establish an organizational structure to practice responsible corporate behavior.

(3) Commitment to the supply chain

We will strive to make known and disseminate the significance of sustainable procurement to our business partners in order for our suppliers to act responsibly as companies.

2. Labor and human rights

(1) Respect for human rights

We will treat employees fairly and equitably in consideration of all human rights, strive to create an environment in which our diverse workforce can play an active role, and never discriminate in any way.

(2) Prohibition of discrimination

We will work to realize a workplace that does not discriminate regardless of birth, nationality, race, creed, gender, age, religion, educational background, sexual orientation, disability, family status, or any other reason.

(3) Prohibition of forced labor and child labor

We will prohibit forced labor, slavery and human trafficking. In addition, we will prohibit labor involving children under the working age stipulated by the laws and regulations of each country and region, and will not permit person not grown up to engage in hazardous work.

(4) Compliance with labor conditions

We will comply with laws and regulations regarding working hours and wages applicable in the countries and regions in which we operate.

(5) Basic labor rights

We will respect the rights of employees, including the freedom to form trade unions and the right to collective bargaining.

(6) Occupational health and safety

We will consider the safety and health of our employees and strive to create a comfortable and safe work environment.

3. Risk and compliance

(1) Prevention of corruption

We will not engage in corrupt practices (corruption, bribery, extortion, embezzlement, etc.) and maintain sound relationships with governments, etc.

(2) Prohibition of provision and receipt of improper advantages

We will not give or receive improper advantages in our relationships with stakeholders and maintain sound relationships.

(3) Protection of the intellectual properties of others

We will respect intellectual property rights such as patents, copyrights, and trademarks, and will not infringe on the intellectual property rights of others.

(4) Fair business practices

We will not engage in any act that restricts fair and free competition or trade, such as bid-rigging, cartels, or abuse of a dominant position.

(5) Protection of whistleblowers

We will establish a system in which stakeholders who become aware of important risks can report and consult directly. In the event of a whistleblowing report, the confidentiality of the whistleblower will be maintained and disadvantageous treatment will not be carried out on the grounds of the report.

(6) Responsible procurement

We will not purchase or use raw materials manufactured in connection with inhumane acts, and promote responsible procurement.

(7) Exclusion of anti-social forces

We will abolish relationships with anti-social forces, such as organized crime groups and corporate racketeers, and will not provide benefits to them.

(8) Protection of personal information

We will appropriately manage and protect the personal information of customers, third parties, employees, etc.

(9) Management of confidential information

We will appropriately manage confidential information of customers, business partners, the company, etc. so that it is not divulged.

(10) Establishment of business continuity system

We will strive to ensure that important businesses can be continued or quickly restored in the event of a disaster by establishing an operational system, including formulation of a business continuity plan (BCP).

4. Quality and the environment

(1) Resources and waste

We will strive for the efficient use of resources such as energy, water, and raw materials, and work to minimize waste and dispose of it responsibly.

(2) Management of chemical substances

We will manage chemical substances in manufacturing processes and products based on standards stipulated by laws and regulations.

(3) Reduction of environmental impacts

With regard to environmentally hazardous substances (including greenhouse gases, etc.) emitted into the air, water, and ground, we will comply with the laws and regulations of the countries and regions in which we operate, and set voluntary targets as necessary to strive to reduce environmentally hazardous substances.

(4) Product safety

We will supply products and services that meet the safety standards stipulated in the laws and regulations of the countries and regions in which we operate.

(5) Quality control

We will supply products and services that meet the quality standards required in advance by agreement with customers and according to laws and regulations.