

NH Foods Group Sustainable Procurement Guidelines

Implementation of the Guidelines

Based on [the NH Foods Group Sustainable Procurement Policy](#), we, the NH Foods Group, are working to strengthen cooperation with our suppliers to promote responsible procurement that takes into account the safety of products and services, as well as social and environmental issues.

In the NH Foods Group Sustainable Procurement Guidelines, we present specific items that we request our suppliers to address in the aim of building a sustainable society with our suppliers. These guidelines apply to all NH Foods Group companies and all suppliers, including manufacturing subcontractors.

We look forward to the understanding and cooperation of our suppliers with the Guidelines as you work together with our company to build a sustainable supply chain.

1. Compliance with laws and social norms and the establishment of systems for compliance

■ Compliance with laws and regulations and respect for culture and customs

- We strive to accurately understand international rules, laws, regulations, histories, cultures, customs, and so on of each country and region and comply with and respect them.

■ Establishment of Business Continuity Plan systems

- We will establish a system that enables us to continue or quickly restore important operations and businesses in the event of a disaster.

■ Prevention of corruption

We will never engage in bribery, the use of anti-social forces, or any other form of wrongdoing. We will not give or accept any unfair profits (money, gifts, entertainment, etc.). In the event that [our officer or employee/someone] becomes aware of such behavior of other officers or employees or related information, we will ensure that he/she will not be subject to disadvantageous treatment.

■ Respect for intellectual property rights

- We will make effective use of our intellectual property and respect the intellectual property rights of third parties, and will not infringe upon them.

■ Managing information

- We will strictly manage any personal information, trade secrets, and confidential information obtained from our business partners, and we will use such information appropriately.

■ Coexistence with local communities and residents

- We conduct business that takes into consideration the health and safety of the local environment and residents.

2. Ensuring the quality and safety of products and services

■ Ensuring the safety of raw materials, other materials, and products

We will check and research the safety of all materials and products, and we will confirm that the quality control of our suppliers is appropriate. We also strive to avoid using products linked to conflicts or crimes. Additionally, we will take crisis management actions as necessary, in case of emergencies (natural disasters, product-related accidents, etc.) to respond to them.

■ Proper labeling and disclosure of information

We will collect information on the safety, quality, and standards of our raw materials, and we will verify this information, record it accurately, and label it properly. Further, we will not use misleading labels or expressions regarding our products and services.

■ Animal welfare

We aim to realize The Five Freedoms that constitute the basic principles of the World Organisation for Animal Health (WOAH).

3. Fair and equitable transactions

■ Ensuring fair and free competition

- We provide a fair and equitable opportunity for entry into our value chain, and make comprehensive judgments based on factors such as quality, services, performance, price, and reliability so that our business partners can offer products and services of their own free will.

■ Prevention of competition law violations

- We do not engage in behavior that would constitute violations of competition laws including bid-rigging or cartels in our business activities.

■ Prohibition of conflicts of interest

- It is prohibited to pursue something for the sake of self-interest at the cost of the company's interest in situations where there is conflict between our company's interest and self-interest.

4. Respect for human rights

■ Respect for human rights and prohibition of discrimination

- We respect human rights, and we will not engage in discriminatory treatment, abuse, or other inhumane treatment on the basis of gender, age, nationality, race, ethnicity, social status, origin, ideology, creed, religion, physical characteristics, sexual orientation, gender identity, disease, or disability.

■ Avoidance of human rights violations

• We strive to ensure that our business activities, products and services do not cause or contribute to human rights violations of consumers or local communities, and that our business activities, products and services are not directly linked to human rights violations of consumers or local communities.

■ Payment of decent wages

• We pay the minimum wage, overtime wages, and extra wages according to the applicable laws and regulations, and the actual circumstances of the country or region.

■ Proper management of working hours and promotion of the use of paid leave

• We promote the appropriate management of working hours and the acquisition of paid leave in accordance with laws and regulations and rules agreed to in advance.

■ Prohibition of forced labor

• We do not compel employees to do work against their will, compel labor that restricts freedom to resign from the company, compel forced labor using unjust means of restraint, or compel overtime work.

In addition, we will not unjustly keep identification cards or withhold wages.

■ Prohibition of child labor

• We will not employ children under the legal working age in the countries and regions in which we operate. We will not tolerate children being made to work in a manner that is detrimental to their health, safety, morals, or education.

■ Awareness and respect for freedom of association and the right to collective bargaining

• We respect the freedom of employees to associate, the freedom to join a trade union, and the freedom to protest, each case without reprisal, intimidation or harassment, and we provide the opportunity for dialogue between labor and management.

■ Establishment of internal reporting system

• We will establish a system in which employees who have suffered compliance issues such as violations of laws and regulations or misconduct, or have suffered a human rights violation or labor infringements, can directly report to or consult with a help desk set up in a dedicated department in our company or outside the company. At the same time, we will maintain confidentiality and ensure absolutely that employees who consult with the help desk will not receive any adverse treatment for doing so.

■ Elimination of harassment

• We will eliminate all forms of harassment including sexual harassment and abuse of authority, which is violation of fundamental human rights.

5. Promotion of health management and occupational safety and health

■ Ensuring healthy work environments

• We comply with national and local labor laws and regulations, understand the risks of accidents that occur during work and of the generation of hazardous chemical substances, noise, odors, etc., and take appropriate safety measures.

We also implement measures for the sake of our employees' mental health.

■ Employee education and training

• To prevent occupational accidents and respond to emergencies and disasters, we educate our employees on workplace health and safety, and we aim to create workplaces where all employees can play active roles.

6. Consideration for the global environment

■ Environmentally friendly products and services

• We will proactively pursue environmentally friendly initiatives in the development of our products and services.

■ Reducing GHG (greenhouse gas) emissions

• To address climate change, we will engage proactively in energy-saving activities and in reducing the emissions of carbon dioxide, methane, chlorofluorocarbons, and other greenhouse gases.

■ Identification, management, reduction, responsible disposal and recycling of waste

• We will strive to minimize the use of resources, and we will work to appropriately manage and reduce waste generation and to recycle waste.

■ Proper water management

• We will strive to use water resources efficiently and reduce water consumption, as well as to prevent the deterioration of wastewater quality.

■ Preserving biodiversity

• We strive to preserve ecosystems in the regions where we conduct business and where we procure products and raw materials and work to understand, maintain, and improve conditions relating to biodiversity.

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