

Items	Details
1) Secure safe raw materials and products that provide peace of mind	
Secure safety and comply with laws and regulations related to food manufacturing/sales	<ul style="list-style-type: none"> Comply with laws and regulations related to food manufacturing and sales established in the country of origin and Japan
Quality assurance	<ul style="list-style-type: none"> Comply with quality contracts (manufacturing control standards, delivery warranty forms, etc.) agreed upon between Kagome and the supplier Establish systems for information disclosure, product collection, emergency response, etc., in the event of a product accident or defect that could impact supply to Kagome Hold high ethical standards regarding the development and provision of products and services, and comply with laws, regulations, and social norms
Maintain/provide information related to raw materials and manufacturing	<ul style="list-style-type: none"> Maintain records of raw materials and product manufacturing for an appropriate period, and submit those records upon request from Kagome If the contents of the quality contract changes, immediately contact Kagome and incorporate the latest information in to quality contract
2) Comply with fair trade and social norms	
Fair trade	<ul style="list-style-type: none"> Respect fair competition and comply with laws and regulations related to commercial transactions (antitrust laws, etc.) established in each country
Prohibit of inappropriate gifts and entertainment	<ul style="list-style-type: none"> Do not directly or indirectly provide or receive gifts, loans, rewards, compensation or other benefits that elicit behavior which is fraudulent, illegal, or breaches trusts in the course of doing business Do not give inappropriate gifts or entertainment to Kagome
Prohibit bribery	<ul style="list-style-type: none"> Maintain healthy relations with government and administrative entities, and do not engage in bribery or make illegal political contributions Establish policies and education systems for anti-corruption measures
Eliminate relationships with antisocial forces	<ul style="list-style-type: none"> Do not engage in relationships with antisocial forces such as organized crime groups, racketeers, etc.
Construct a whistleblowing system	<ul style="list-style-type: none"> Establish a system for direct reporting to a contact point that handles reporting and consultation related to actions and risks of actions leading to legal violations, fraud, etc., within your company; ensure that the confidentiality of the whistleblower is protected and that the whistleblower is not subject any disadvantageous treatment
3) Consider human rights, labor, and health	
Prohibit discrimination and harassment	<ul style="list-style-type: none"> Prohibit and eliminate discrimination in hiring, transfers, promotions, education, dismissal, and retirement based on human rights, religion, gender, nationality, disability, etc. Prohibit physical and psychological abuse or threats of abuse, sexual harassment, and power harassment, and implement preventive measures Implement relief measures to be taken when abuse, harassment, or discrimination is confirmed Implement education for respect and protection of human rights, and establish a whistleblowing system
Prohibit child labor and forced labor	<p>[Child labor]</p> <ul style="list-style-type: none"> Do not employ children under the minimum working age; comply with established laws and regulations and the International Labour Organization (ILO) Convention *ILO Convention: The minimum age of workers must not be below the age at which compulsory education ends and must be at least 15 years of age in all cases (However, in the case of hazardous work, workers must be 18 years or older in all countries; there are also exceptions for age (14 years or older) and light labor during the transition period in developing countries) Do not allow children under the age of 18 to work at night or in hazardous environments Be sure to confirm the age of all prospective employees when hiring <p>[Forced labor]</p> <ul style="list-style-type: none"> Do not detain employees or force them to work Retire employees based on their own free will Enable employees to leave the company after the end of working hours; do not force overtime without prior consent Do not force employees to deposit money or original ID cards Provide hygienic toilets and beverages; do not regulate use of those facilities during working hours
Ensure appropriate wages and benefits	<p>[Employment]</p> <ul style="list-style-type: none"> When hiring employees, enter into labor contracts in accordance with the laws and regulations of the country in which the employees are employed Ensure that information on employment conditions is clearly stated and always available for reference Ensure that employees are able to form and join labor unions at their own discretion Ensure that labor unions and worker representatives are free to discuss issues and build sound labor relations <p>[Payment of wages]</p> <ul style="list-style-type: none"> Ensure that wages satisfy the legal minimum wage of the country or region where employees are employed Pay an overtime allowance that is equal to or higher than the legally required ratio Inform employees of the target period and details each time that wages are paid Ensure that it is possible to clarify the rationale when calculating wages Provide income that satisfies the standard dietary habits of that country or region <p>[Benefits]</p> <ul style="list-style-type: none"> Provide all legally required allowances and benefits

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<p>Provide a safe labor environment</p> <hr/> <p>Manage working hours appropriately</p>	<ul style="list-style-type: none"> • Consider duties in the workplace to ensure that there are no deviations from labor-related laws and regulations • Buildings/facilities in the workplace and housing provided to employees must meet sufficient standards to ensure safety, be approved by laws and regulations related to local building standards, be inspected properly, and pass those inspections • Provide the necessary protective equipment, work method explanations, and training for safely performing work • Properly handle and store chemicals, and strive to prevent accidents and prevent the spread of damage in the event of an accident <hr/> <ul style="list-style-type: none"> • Appropriately manage employees' working hours, holidays, and vacations so that they do not exceed legal limits *Appropriate management: Grant the right to annual paid leave stipulated by law so that working hours (including the annual prescribed number of working days and overtime) do not exceed the legal limit of each period (week, month, year, etc.) • Working hours must satisfy the standards recommended by the International Labour Organization (ILO) <ul style="list-style-type: none"> * Exclude agriculture, shipping, and marine fisheries * Achieve the principle of a 40-hour workweek * Do not reduce wages when shortening working hours * If the prescribed working hours are 48 hours or more per week, take measures to reduce hours to the level of 48 hours
4) Consider the environment	
Prevent environmental pollution	<ul style="list-style-type: none"> • Comply with relevant laws and regulations in each country to prevent soil, air, and water pollution
Consider the ecosystem	<ul style="list-style-type: none"> • Strive to reduce the use of pesticides and chemical fertilizers that impact the ecosystem, and minimize impact on the global environment
Reduce emissions of greenhouse gases	<ul style="list-style-type: none"> • Define a greenhouse gas reduction target and systematically implement reduction activities
Operate environmental management systems	<ul style="list-style-type: none"> • It is desirable to construct an environmentally-friendly management system in order to comply with the environmental regulations of each country (we recommended the adoption of international standards such as ISO14001)
5) Risk management and information security	
Prepare for emergencies	<ul style="list-style-type: none"> • Buildings/facilities in the workplace and the housing provided to employees must satisfy local laws and regulations, be equipped with emergency exits and evacuation routes/signs, and periodically perform inspections and evacuation drills • In preparation for natural disasters, take measures to minimize damage, with the first priority being to ensure the safety of employees and local residents • Develop a business continuity plan to enable business continuity or early recovery, and periodically review the plan
Prevent information leakage	<ul style="list-style-type: none"> • Establish an organizational structure for maintaining/managing information security, and define roles and responsibilities • Establish rules regarding information security and periodically educate and train all employees • Verify compliance with rules regarding information security and the appropriateness/effectiveness of management measures; make necessary corrections • Formulate measures aimed at protecting against network threats • Protect and manage the personal information of customers, third parties, and employees, and the confidential information received from customers and third parties