

Mitsui DM Group Supplier Guidelines

1. Objectives

The Mitsui DM Group considers it its mission to always give thanks to nature as the source of our business and deliver nature's blessings widely to people in various forms. Recognizing that initiatives across the entire value chain are essential for achieving a sustainable society, we have established the "Mitsui DM Group Procurement Policy."

"Mitsui DM Group Supplier Guidelines" have been established based on this procurement policy as concrete action guidelines for sharing values with our suppliers and building a sustainable society together. They set out matters that we particularly expect our suppliers to adhere to, in addition to compliance with applicable laws and regulations.

Accordingly, we ask that you understand the intent of these Guidelines and disseminate them within your organization. We also request your cooperation in encouraging your own suppliers to comply with these Guidelines.

2. Scope

These Guidelines apply to all suppliers, including contractors and subcontractors who directly or indirectly provide products and services to the Mitsui DM Group.

3. Implementation of the Guidelines throughout the Supply Chain

We request that our suppliers proactively communicate the matters set out in these Guidelines to their own suppliers and strive to initiate and maintain continuous improvement processes aimed at sustained compliance throughout the supply chain in accordance with the matters set out in these Guidelines.

4. Monitoring of Compliance

The Mitsui DM Group may verify supplier compliance with these Guidelines through self-assessment questionnaires, audits, or other means.

5. Expectations for Suppliers

(1) Human Rights

Discrimination

Suppliers shall prohibit discrimination on any grounds, including, but not limited to, race,

nationality, ethnicity, language, religion, gender, sexual orientation, gender identity, age, physical or mental disability, and employment status.

Forced Labor

Suppliers shall employ all workers by agreement made of their own free will and under documented conditions of employment and shall not engage in the withholding or non-payment of wages. Suppliers shall not engage workers in any form of modern slavery, including forced labor, compulsory labor, or bonded labor. Workers shall have the right to leave and move freely and may end their employment after giving appropriate notice. Suppliers shall not make workers pay unreasonable recruitment fees or deposits to their employers or to individuals, companies, recruitment agencies, or labor intermediaries who are involved in the recruitment process.

Child Labor (Including Youth Employment)

Adhering to the minimum age of employment in accordance with “ILO Conventions No. 138 and No. 182,” suppliers shall not employ children below the age of compulsory schooling or the age of 15 (or the age of 14 in some developing countries), whichever is higher. Suppliers shall not allow young workers under the age of 18 to work in ways that would impair their physical or mental development or deprive them of the opportunity to go to school.

Freedom of Association and the Right to Collective Bargaining

Suppliers shall respect the freedom of association and the right to collective bargaining. Also, retaliation, intimidation, threats, and physical or legal attacks against human rights defenders, including union members or their representatives, shall not be tolerated. Where local legislation does not allow association or collective bargaining, suppliers shall respect these rights to the fullest extent permitted by local laws through alternative means of worker representation.

Working Hours and Holidays

Suppliers shall guarantee that workers take breaks, leave, and holidays in accordance with relevant laws and regulations. In the absence of applicable labor laws, suppliers shall respect international standards and strive to ensure that overtime work is paid at an appropriate and mutually agreed-upon rate.

Wages and Allowances

Suppliers shall ensure that wages meet or exceed minimum standards in individual countries and aim for a living wage. Suppliers shall pay overtime and other allowances, including legal benefits, and not reduce wages in violation of labor laws and regulations. Moreover, all wages shall be paid to the workers on time.

Eliminating Harassment

Suppliers shall not engage in physical punishment, verbal, physical, psychological, sexual, or any other form of abuse or harassment.

Provision of a Safe Working Environment

Suppliers shall regularly assess risks to workplace safety and ensure safety through appropriate design, technology, and management measures. Suppliers shall identify the conditions under which workers are exposed to biological hazards and chemical substances, as well as to noise and offensive odors in the workplace, and take appropriate countermeasures. At a minimum, drinkable water, adequate lighting, temperature, ventilation, hygiene facilities with running water and soap, and personal protective equipment shall be provided together with properly equipped workstations.

Land Rights

Suppliers shall respect the land rights of people in each country and local community, including Indigenous Peoples and small farmers who are affected by the business operations performed by the suppliers and their supply chains. In particular, suppliers shall build consensus with local communities with respect to the acquisition of land and the use of water sources on the basis of Free, Prior, and Informed Consent.

(2) Business Ethics**Fair and Transparent Trade**

Suppliers shall maintain sound relationships with their customers and business partners, etc., and engage in fair and transparent trade through free competition and responsible procurement. Suppliers shall thoroughly understand and comply with competition laws, regulations, and rules, such as antimonopoly legislation, in each country and region. Moreover, suppliers shall not abuse superior bargaining positions and shall not engage in practices that are detrimental to their business partners.

Prohibition of Bribery and Corruption, etc.

Suppliers shall act sensibly and not engage in inappropriate gifting, business entertainment, or monetary offerings with respect to their customers or business partners, etc. In addition, suppliers shall not provide gifts, entertainment, money, or any other benefits that would constitute bribery through any method whatsoever to Japanese or overseas public officials or any other person equivalent thereto and shall maintain sound and proper relationships with government and administrative entities.

Prohibition of Conflicts of Interest

If, in a transaction with the Mitsui DM Group, suppliers become aware of a conflict of interest between an officer or employee of the supplier and an officer or employee of the Mitsui DM Group (meaning a relationship in which there is a risk of prioritizing the counterpart's or their own personal economic interests over those of the organization to which they belong), the supplier shall notify the Mitsui DM Group company with which it has a direct business relationship. This obligation shall be applicable only if the officer or employee of either party is involved in or has influence over decisions on the terms of the transaction.

Protection and Respect for Information Assets and Intellectual Property Rights

Suppliers shall appropriately manage and protect the personal and confidential information of their customers, employees, and third parties. Suppliers shall respect and not infringe on the intellectual property rights of the Mitsui DM Group or other companies.

(3) Quality and Safety**Ensuring Quality and Product Safety**

Suppliers shall ensure that all products, raw materials, expertise, and related services provided to the Mitsui DM Group strictly conform to the agreed requirements and specifications and that all applicable laws and regulations are complied with. Suppliers shall immediately report to the Mitsui DM Group company with which they have a direct business relationship whenever they become aware of an issue related to regulations, quality, safety, or product labeling that affects or may affect products or similar provided by the supplier or products of the Mitsui DM Group.

(4) Environmental Conservation**Complying with Environmental Laws and Regulations**

Suppliers shall comply with all environmental requirements based on environmental laws and regulations, etc. In addition, suppliers shall obtain, maintain, and renew all permits and registrations required by such environmental laws and regulations, etc.

Consideration and Respect for Biodiversity and Natural Capital

Suppliers shall strive to minimize adverse impacts on ecological biodiversity and protect the soil, water, and forests. Suppliers shall strive to utilize natural resources in a sustainable manner. Agricultural suppliers shall strive not to make excessive use of pesticides (e.g., insecticides), chemicals, or chemical fertilizers, etc. in production processes.

Managing and Reducing Emissions and Waste

Suppliers shall strive to proactively manage emissions of greenhouse gases, especially CO₂, and

waste generation. Suppliers shall strive to measure and address the emissions from their own companies and related supply chains and reduce them.

(5) Remedial Measures

When receiving reports or complaints regarding violations of these Guidelines, suppliers shall respond appropriately to implement improvements while protecting reporters from retaliation and respecting their privacy.

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