

Noritake Group

Supplier

# Sustainability Guidelines

*Noritake*

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# Introduction

Noritake Group has inherited our founding philosophy of “Contributing to society through our business”, and we have continued to provide customers with high quality products and services deemed satisfactory to them.

In recent years, the responsibilities and roles required of corporations have become increasingly important in responding to diverse social issues across the entire supply chain, including climate change, human rights and labor practices, and compliance. In line with our founding philosophy, we aim to contribute to the realization of a sustainable society by addressing these social issues through our business activities.

We believe it is important to engage with our suppliers—partners whom we deepen mutual trust with and deem reliable, as stated in the “Noritake Group Purchasing Policy”— based on a shared understanding. To this end, we have revised the former “Noritake Group Purchasing Guidelines” and newly established the “Noritake Group Supplier Sustainability Guidelines.”

We kindly ask our suppliers to utilize these guidelines to apply them in their internal practices. We also ask our suppliers to share these guidelines with their suppliers and encourage them to practice these guidelines.

Noritake Co., Limited  
Procurement Committee

These guidelines are based on the items and descriptions in the Code of Conduct of the Responsible Business Alliance (RBA), and the Guidelines for Responsible Business Conduct of the Japan Electronics and Information Technology Industries Association (JEITA).

# Noritake Group Purchasing Policy

Based on Noritake's corporate motto of "Good Quality, Export, and Co-prosperity", we will engage in purchasing activities aimed at continually providing our customers with good products and services deemed satisfactory to them. Furthermore, by building trusting relationships aimed at co-prosperity with our suppliers, we will proactively fulfill our corporate social responsibility in cooperation with our suppliers, that is:

(1) We will keep our doors open impartially and globally to all suppliers and conduct fair transactions in good faith.

(2) When selecting suppliers, we will do so by making an overall judgment that includes reviews on not only quality, price, and delivery time, but also their stance towards corporate social responsibility.

(3) We will deepen mutual trust with suppliers we deem reliable in order to achieve co-prosperity.

(4) We will comply with the laws and regulations as well as social norms of each country and region while conducting business based on highly ethical standards.

(5) We will perform environmentally friendly purchasing in line with the Environmental Policy of the Noritake Group.

# Supplier Sustainability Guidelines

In order to contribute to a sustainable society by meeting societal expectations and requirements, we have summarized below the fundamental matters we wish to work on together with our suppliers.

## 1. Compliance

### 1-1 Establishment of a legal compliance structure

We will comply with the laws and regulations of each country and region. To that end, we build systems, action guidelines, training curricula, etc.

### 1-2 Compliance with competition laws

We will comply with the competition laws of each country and region, and do not engage in unfair transactions such as private monopoly, unfair trade restrictions, or abuse of dominant bargaining position.

### 1-3 Prohibition of improper provision or receipt of benefits

We do not offer or accept entertainment, gifts or monetary benefits intended to obtain or retain improper advantages or preferential treatment from any stakeholders.

### 1-4 Information disclosure to stakeholders

We disclose useful information concerning the management, finance, environmental protection, and social contribution to stakeholders in a timely and appropriate manner and strive to maintain and develop mutual understanding and trust with stakeholders through open and fair communication.

### 1-5 Protection of intellectual property

We protect the intellectual property rights owned or attributed to our companies, and do not illegally obtain, use, or infringe the intellectual property of third parties.

### 1-6 Implementation of security export control

We implement appropriate export procedures and controls regarding the export of technologies and goods regulated by the laws and regulations of each country and region.

### 1-7 Elimination of antisocial forces

We eliminate relationships with antisocial forces and groups that threaten social order and security.

### 1-8 Responsible procurement of resource and raw material

We carry out procurement activities that consider the impact of the use of raw materials that can cause social problems such as human rights violations, poverty, and environmental destruction.

In addition, when requested to conduct a survey, we conduct and provide the results of a supply chain survey on minerals.

## 2. Human rights and Labor

### 2-1 Prohibition of forced labor

We guarantee that all labor is performed voluntarily by employees and that employees are free to leave and not subject to forced labor.

### 2-2 Prohibition of Child Labor

We guarantee that persons under the minimum working age under the laws of each country and region are not allowed to work for our companies.

### 2-3 Working hours

We will comply with the laws and regulations of each country and region concerning the determination of employees' working hours, holidays, and the provision of annual paid leave, etc.

### 2-4 Wages

We will comply with the laws and regulations of each country and region concerning minimum wages, overtime, wage deductions, piece wages, and other benefits.

### 2-5 Respect for human rights

We respect fundamental human rights and do not allow inhumane treatment such as mental or physical abuse, coercion or harassment.

### 2-6 Prohibition of discrimination

We do not discriminate on the basis of race, nationality, gender, religion, creed, disability, age, or family origin in any employment situation (recruitment, hiring, promotion, compensation, dismissal, mandatory retirement, job assignment, punishment, etc.).

#### 2-7 Dialogue and discussion with employees

We endeavor to enable our employees to communicate with management through dialogue and discussions without fear of retaliation, intimidation, or harassment.

### 3. Safety and Health

#### 3-1 Creation of safe and healthy workplaces

We identify and assess workplace hazards and toxicities, and work proactively to prevent accidents and incidents by preventive measures such as implementing machine guarding, conducting periodic inspections, clearly marking hazards, properly managing chemicals, providing safety training, and supplying necessary PPE. We also promote employee physical and mental health through medical check-ups, wellness programs, and disease prevention initiatives.

#### 3-2 Emergency preparedness

We establish procedures and systems to protect employees' lives in emergencies such as natural disasters, fires, and accidents, and conduct regular drills.

#### 3-3 Safety and health communication

We provide safety information, training, and instructions in languages and formats that employees can understand, and incorporate employee feedback into continuous improvement of our safety management.

### 4. Environment

#### 4-1 Environmental management

We will comply with laws and regulations related to the environment of each country and region. We also make continuous improvements to reduce the environmental burden.

#### 4-2 Energy consumption and greenhouse gas emissions

We manage energy consumption and greenhouse gas emissions and promote activities to reduce them.

#### 4-3 Resource saving and waste management

We promote proper disposal of waste and control of the amount of waste generated, recycling, and risk management of water resources to make effective use of resources.

#### 4-4 Management of chemical substances

We manage chemical substances appropriately and strive to prevent pollution of air, water, or soil, etc. In addition, we will comply with the laws, regulations, and requirements of each country and region regarding the chemical substances contained in our products.

#### 4-5 Efforts for biodiversity conservation

We carry out nature conservation activities and work on toward the biodiversity conservation.

### 5. Quality and Safety

#### 5-1 Ensuring product safety

We will not only comply with laws and regulations related to our products and services, but also give due consideration to the standard safety level that should be regularly maintained.

#### 5-2 Quality control

We will comply with laws and regulations related to the quality of our products and services, and build an appropriate structure and management system to comply with our own quality standards and customer requirements.

#### 5-3 Providing accurate product and service information

We provide accurate and non-misleading information concerning our products and services.

### 6. Risk management

#### 6-1 Establishment of a risk management structure

We identify and assess risks that may impact our business activities, and establish a company-wide structure to avoid or mitigate such risks, including determining countermeasures and managing the progress of related initiatives.

#### 6-2 Strengthening procurement risk management

We identify procurement-related risks within the supply chain, and work to prevent or mitigate them through measures such as supporting business partners, diversifying procurement sources, securing appropriate inventory levels, and other relevant actions.

#### 6-3 Formulation of Business Continuity Plan (BCP)

In preparation for disasters, accidents, and other emergencies, we prepare necessary items such as emergency supplies and emergency communication networks, and determine and document methods and measures for business continuity.

### 7. Information security

#### 7-1 Information security

We take protective measures against threats on computer networks to prevent damage to third parties.

#### 7-2 Protection of personal information

Personal information of customers, third parties, and our employees are strictly managed in compliance with relevant laws and regulations, and are used and protected to the extent necessary.

#### 7-3 Prevention of leakage of confidential information

We establish appropriate structure for managing confidential information we receive.

### 8. Social contributions

#### 8-1 Contribution to society and the community

We actively engage in activities that contribute to the development of local communities and global society.

### ■ Request for confirmation of implementation status

To understand suppliers' implementation status, we may request documentation or conduct on-site visits. We appreciate your cooperation in such cases.

#### Revision history

Edition	Classification	Main revisions	Year and month
1st Edition	Establishment	1st Edition published	February 2022
2nd Edition	Addition	<ul style="list-style-type: none"><li>•Change of the guideline title</li><li>•Addition of an explanation of the guidelines</li><li>•Change of the item name "1-1. Compliance with laws and regulations"</li><li>•Change of the item name and content of "1-3. Anti-Corruption"</li><li>•Deletion of "2-7. Health and Safety "</li><li>•Addition of items related to "3.Safety and Health"</li><li>•Deletion of "4-4. Realization of stable supply"</li><li>•Addition of items related to "6. Risk Management"</li><li>•Addition of "Request for confirmation of implementation status"</li><li>•Other minor revisions such as wording adjustments and terminology standardization</li></ul>	February 2026

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