

## Sumitomo Precision Products Group Procurement Policy

Based on Sumitomo Precision Products Group's belief that building a sound and robust supply chain is essential for the sustainable development of our business, we established the Procurement Policy in July 2020, which emphasizes the fulfillment of social responsibility through cooperation with our business partners.

In sharing this Procurement Policy with our business partners, we have asked them to acknowledge and support the Group's principles toward procurement activities.

We continue striving to build a sustainable supply chain while keeping our stakeholders' expectations in mind.

### ● Procurement Policy

1. We fully comply with laws and regulations as well as social norms.
2. We build a sound environment for competition based on fair business relationships.
3. We strive to establish sustainable partnerships that contribute to mutual prosperity.

Our main partners are requested to understand our Procurement Guidelines and cooperate in driving forward sound business activities in accordance with them.

### ● Procurement Guidelines

1. Compliance with Laws, Regulations and Social Norms
  - We comply with the laws and regulations as well as social norms of the countries and regions in which we operate.
  - We do not and will never have business relationships with antisocial forces.
2. Human Rights/Labour/Occupational Health and Safety
  - Based on the determination that we do not tolerate any form of slavery or human trafficking across our group and supply chains, we conduct business activities following the United Nations Guiding Principles on Business and Human Rights, while respecting human rights as expressed in the International Bill of Human Rights (consisting of the Universal Declaration of Human Rights and the International Covenant on Economic, Social and Cultural Rights) and the International Labour Organization's Declaration on Fundamental Principles and Rights at Work.
  - We respect fundamental human rights and prohibit all forms of discrimination.
  - We prohibit forced labour, servitude, child labour, and illegal employment of foreign workers, and comply with the relevant laws and regulations concerning the terms of employment, including wages and working conditions, as well as occupational health and safety standards.
3. Fair and Equitable Business Relationship
  - We do not restrict or hinder fair transactions.
  - We do not demand the provision of inappropriate benefits or services from others.
  - We protect our intellectual property right properly and respect the same right of third parties as well.
  - We strive not to acquire, use, or leak confidential information, personal information and the like in an inappropriate or illegal manner.
4. Promotion of Procurement Activities Building upon Mutual Trust with Business Partners
  - We promote procurement activities that emphasize the fulfillment of social responsibility across our supply chains, and aim for mutual understanding and prosperity with our business partners.
  - We have established a reporting system for compliance-related concerns to which not only the Group employees but also our business partners can report.
5. Environmental Consideration
  - In order to realize a sustainable society, we implement measures to protect the environment and make our procurement activities as eco-friendly as possible.