



GOTOH MFG CO., LTD.

1-17, KITA-KOGYODANCHI, KITAKAMI,
IWATE, JAPAN, 024-0002

TEL: +81-197-66-6051 FAX: +81-197-66-6060

Procurement Policy:

- 1) The Materials Group of our business department complies with the Mitsubishi Materials Group Procurement Policy.
- 2) In addition, we will continue to develop the RBA Code of Conduct^{*1}, which is a request of our customers, for CSR procurement in our supply chain. We ask our business partners to understand the purpose of this policy and cooperate with us in building a supply chain that supports a sustainable society.

^{*1} RBA (Responsible Business Alliance = Responsible Business Alliance): A non-profit organization comprised of companies that include multiple of our customers, such as electronics and automobile manufacturers, and is committed to supporting the rights and well-being of workers and communities around the world affected by global supply chains. The Code of Conduct consists of five sections: Labor, Health and Safety, Environment, and Business Ethics Standards, and a management system that governs compliance with the Code of Conduct.

- 1) Mitsubishi Materials Group Procurement Policy:

Mitsubishi Materials Group Procurement Policy

1. Open Door/Fair Trade

When selecting suppliers, we provide a wide range of opportunities for all suppliers to engage in transactions.

We select suppliers based on fair and appropriate assessments of quality, price, delivery time, management base and so on, predicated on mutual trust for the sake of mutual prosperity.

2. Legal Compliance

In conducting procurement operations, we comply with legislation in Japan and abroad.

3. Observance of Ethical Procurement

In conducting procurement operations, we do not engage in any inappropriate transfer of profits with suppliers.



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4. Working Environment and Occupational Health and Safety

In conducting procurement operations, we strive to improve working environments and ensure occupational health and safety.

5. Environmental Protection and Decarbonization

In conducting procurement operations, we endeavor to protect the environment, apply every measure for the effective use and recycling of natural resources, and work toward decarbonization.

6. Respect for Human Rights

In conducting procurement operations, we respect the fundamental principles of human rights as declared internationally.

7. Information Security

In conducting procurement operations, we maintain strict confidentiality of information obtained from suppliers.

2) RESPONSIBLE BUSINESS ALLIANCE CODE OF CONDUCT

A. LABOR

- 1) Prohibition of Forced Labor
- 2) Young Workers
- 3) Working Hours
- 4) Wages and Benefits
- 5) Non-Discrimination/Non-Harassment/Humane Treatment
- 6) Freedom of Association and Collective Bargaining

B. HEALTH AND SAFETY

- 1) Occupational Health and Safety
- 2) Emergency Preparedness
- 3) Occupational Injury and Illness
- 4) Industrial Hygiene
- 5) Physically Demanding Work
- 6) Machine Safeguarding



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- 7) Sanitation, Food, and Housing
- 8) Health and Safety Communication

C. ENVIRONMENT

- 1) Environmental Permits and Reporting
- 2) Pollution Prevention and Resource Conservation
- 3) Hazardous Substances
- 4) Solid Waste
- 5) Air Emissions
- 6) Materials Restrictions
- 7) Water Management
- 8) Energy Consumption and Greenhouse Gas Emissions

D. ETHICS

- 1) Business Integrity
- 2) No Improper Advantage
- 3) Disclosure of Information
- 4) Intellectual Property
- 5) Fair Business, Advertising and Competition
- 6) Protection of Identity and Non-Retaliation
- 7) Responsible Sourcing of Minerals
- 8) Privacy

E. MANAGEMENT SYSTEMS

- 1) Company Commitment
- 2) Management Accountability and Responsibility
- 3) Legal and Customer Requirements
- 4) Risk Assessment and Risk Management
- 5) Improvement Objectives
- 6) Training
- 7) Communication
- 8) Worker/Stakeholder Engagement and Access To Remedy
- 9) Audits and Assessments



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- 10) Corrective Action Process
- 11) Documentation and Records
- 12) Supplier Responsibility

We will work to develop a management system that covers the standards of each of these four sections and the content of this Code.

Details of the Code of Conduct:

https://www.responsiblebusiness.org/media/docs/RBACodeofConduct8.0_English.pdf(English)

https://www.responsiblebusiness.org/media/docs/RBACodeofConduct8.0_Japanese.pdf(Japanese)

RBA Homepage : <https://www.responsiblebusiness.org/>