

Respect for Human Rights

Human rights policy

In accordance with the corporate philosophy of *People-oriented management*, the Toyo Ink Group has established rules on respect for human rights and compliance with the labor laws of each country and engages in business activities with consideration for the local culture and values of each region, aiming to create a corporate culture that enables the development and active participation of diverse human resources.

In addition, based on our belief that negative impacts of our business activities on human rights should be identified and reduced, we share our “Code of Business Ethics,” which stipulates respect for basic human rights and others, with overseas Group companies as well, in our efforts to entrench the idea of respect for human rights in the overall Group. Further, in consideration of the international human rights movements recently, we have issued and informed the “Human Resources Policy,” which is aimed at developing and improving personnel management systems of overseas Group companies. In this policy, our basic approach to personnel affairs is described systematically.

Impact of business activities on human rights

Procurement	<ul style="list-style-type: none"> Child labor or forced labor is suspected at a supplier. A supplier is suspected of using mineral resources mined in conflict regions, including the Democratic Republic of the Congo and other African countries (conflict minerals). Health hazards to employees and consumers are caused by insufficient information about chemical substances that was provided by a supplier.
Production	<ul style="list-style-type: none"> An overseas affiliate makes its employees work extra hours, exceeding the limits set in local labor standards, or pays them salaries below minimum wage. A strike or boycott occurs due to abnormal labor-management negotiations, resulting in the shutdown of production. Gas or water discharged from a plant causes air or water pollution, causing health issues for local residents.
Sales	<ul style="list-style-type: none"> Insufficient information about chemical substances (hazardous materials) causes health issues for consumers.

Human rights education in global operation

At the Toyo Ink Group, we are active in the global expansion of our businesses. In FY2013, we introduced human rights education as part of our overseas assignment training. To employees who are to be assigned overseas, we give lectures on the risks of human rights violations in overseas workplaces by showing actual examples. During this training, we also provide personnel management training so that employees who will work with overseas people will respect local cultures and customs and live in harmony with local communities.



Establishing respect for human rights

At the Toyo Ink Group, we believe it important to take initiatives to ensure that the human rights of our employees and a wide range of our stakeholders are respected. Our Code of Business Ethics expressly states the prohibition of any form of discrimination, sexual harassment, and power harassment, respect for privacy, and the prohibition of child labor and forced labor. To raise awareness of these guidelines, we actively undertake internal activities such as holding compliance meetings in each site. We also distribute a booklet showing a collection of specific model cases of compliance (revised on April 1, 2020) and use it for internal trainings related to human rights issues.



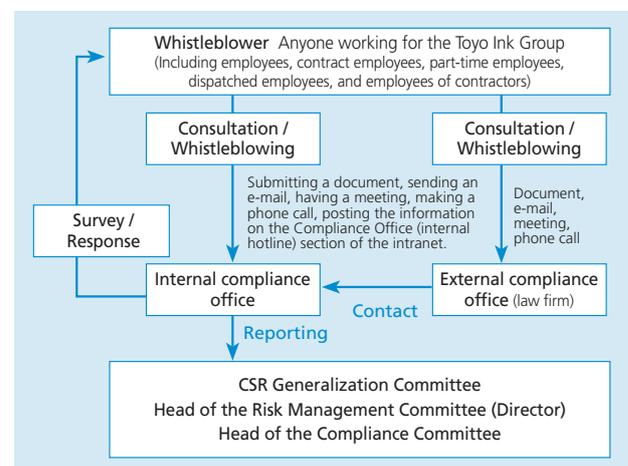
* Our initiatives related to compliance are also reported on page 56.

Booklet showing a collection of model cases of compliance

Office providing consultations on human rights violations

We established internal and external compliance offices to provide consultations on compliance, including human rights violations. We also have a contact point for inquiries on our website, which can be made in English and Chinese, where we respond to whistleblowing from external parties. We conduct fact-finding surveys in response to whistleblowing and take prompt countermeasures if a problem is likely to occur. Every possible measure is taken to protect whistleblowers and keep their identities confidential.

In FY2020, there was no whistleblowing that led to serious risks of human rights violations.



Revision of rules for preventing harassment

In April 2020, we revised our Rules for Preventing Harassment to prepare for the enforcement of the Power Harassment Prevention Act (Revised Act on Comprehensive Promotion of Labor Measures and Stabilization of Employment of Employees and Enrichment of Their Working Lives, Etc.) in June 2020. The Rules for Preventing Harassment show specific prohibited acts, based on which we will promote the correct understanding of respect for human rights and the creation of an environment that accepts the diversity of employees following the corporate philosophy of people-oriented management, and take initiatives to prevent human rights infringements.

In FY2020, we provided anti-harassment training to all of the approximately 700 managerial employees at all the Toyo Ink Group's 33 locations in Japan. It increased their understanding of harassment and prompted them to review their own behaviors. In our compliance activities for all employees, we provide anti-harassment education that utilizes a booklet showing a collection of model cases of compliance. The Toyo Ink Group endeavors to prevent harassment in all situations.

Acts of harassment that are prohibited under the Rules for Preventing Harassment

- Sexual harassment
- Power harassment
- Maternity and paternity harassment
- Care harassment
- Harassment related to sexual orientation and gender identity

* Our initiatives related to compliance are also reported on page 56.



Anti-harassment training for officers



Anti-harassment training for managerial employees

Respect for workers' rights

The Toyo Ink Group companies in Japan provide regular opportunities for management teams and labor union representatives to consult each other to respect workers' freedom of association and collective bargaining rights. We discuss management policies, working conditions and other subjects to develop sound and favorable labor-management relationships.

Diversity and Human Rights Policy in the Toyo Ink Group Human Resources Policy

Regardless of race, skin color, place of birth, nationality, sex, social position, age, religion, creed, thought, political affiliation, education, disability, marital status, union membership, sexual orientation, or gender identity, we promise the following in order to offer new life value to people around the world so that they can enjoy rich, fulfilling lives together.

- **To respect human rights**
In support of the Universal Declaration of Human Rights, we take action to positively promote enlightenment about human rights and to remove all harassment. In addition, in deference to personal privacy, we manage personnel information carefully and strictly.
- **To observe the labor laws of each country**
Prejudiced reasons that are not directly related to work will not be used as grounds to hire employees and neither will we discharge any employee for prejudiced reasons. In addition, we will never allow forced labor or child labor.
- **To respect the diversity of human talent**
We create organizations in which each employee feels it is worthwhile to work, where a variety of talented people respect one another and can work without being discriminated against and where workers will go beyond past successes and existing methods. In addition, we will operate in deference to each country's local culture and sense of values.
(Established January 2016, Revised January 2021)

Policy on Respect for Fundamental Human Rights in the Toyo Ink Group Code of Business Ethics

- 1. Prohibition of discrimination against employees on unreasonable grounds**
We must respect the fundamental human rights of each individual employee and not permit any discrimination against employees because of race, religion, sex, nationality, physical handicap, age or any other unreasonable grounds whatsoever that have no bearing on our business operations.
- 2. Prohibition against sexual harassment and abuse of power**
We are prohibited from making any uninvited and unwanted sexual remarks or conduct (sexual harassment) or abusing our position or authority to put continuous pressure on any subordinate (abuse of power) in the workplace and thereby imposing disadvantageous work conditions or adversely affecting the work environment of a person subjected to the sexual harassment or abuse of power.
- 3. Respecting the privacy of all employees**
We will respect the privacy of all employees and properly manage their personal data and information.
- 4. Prohibition against use of child labor and forced labor**
We are prohibited from using child labor that is dangerous and harmful to children and forced inhumane labor.