

Policy on Labor Practices

1. Human Resource Development and Training in the Workplace

We will provide and support growth opportunities such as those that involve various types of training and personal development with the aim of promoting employee career building, skill enhancement, and capacity development.

2. Equitable and Impartial Evaluation and Treatment

We will rigorously ensure impartial employee evaluation and treatment, and will accordingly strive to establish workplaces where diverse human resources are able to equitably play active roles.

3. Appropriately Setting Working Conditions and Providing Labor Environments

We will invariably act in compliance with labor-related laws and regulations of respective countries and regions in which we engage in business activities, placing consideration on improving fundamental human rights and working conditions. In addition, we will also appropriately set working conditions and provide labor environments in a manner that involves observing and considering the following items.

- We will place emphasis on reducing prolonged working hours in compliance with local laws related to working hours and overtime.
- We will place consideration on payment of wages exceeding those associated with a basic standard of living in compliance with local laws related to minimum wages.

4. Prohibition of Harassment and Other Forms of Inhumane Treatment

We will prohibit acts of violence and inhumane treatment such as various forms of harassment, and accordingly strive to create safe workplace environments. In addition, we will set up points of contact for consultation related to harassment and establish in-house systems in that regard. We will appropriately provide education and training to our employees to ensure that such inhumane acts are not committed by employees.

5. Respect for Freedom of Association and Collective Bargaining Rights

We will respect the freedom of association and collective bargaining rights to the extent possible on the basis of laws and regulations of countries and regions where we engage in business activities.

6. Support for Socially Vulnerable People

We will support employment of minorities, socially vulnerable people and others in socially weak positions.

7. Range of Application

This Policy applies to the Group's officers and all employees who work within the Group (regardless of the type of employment).