

Yamada Manufacturing CSR Activity Guidelines for Suppliers

Suppliers are asked to recognize their corporate social responsibility (CSR) and work on their corporate activities in compliance with the following Guidelines.

Purchasing Department, Product Division, Yamada Manufacturing Co., Ltd.

Category		Activity item
Governance	Compliance	Conduct activities in a fair and transparent manner in compliance with applicable laws and regulations, various rules and social norms in each country or region where you do business.
	Formulation of business continuity plan	Formulate a business continuity plan (BCP) to enable quick recovery of your business in preparation for natural disasters, accidents and other unexpected situations.
	Addressing conflict minerals	Investigate usage of conflict minerals* in your products and strive to avoid using them. * Conflict minerals: Minerals mined through forced labor in Republic of Congo and other neighboring regions.
Environment		Give consideration to preservation of the global environment, strive to create sustainable society, make it a basic rule to implement green procurement in such actions as selecting items to be procured in relation to your business activities and make decisions with full consideration to reducing environmental impact such as reduction of CO2 emissions, energy saving, recycling, etc. Work on green procurement in reference to our Green Procurement Guidelines.
Quality		Provide socially beneficial products in response to needs of customers. Prevent wrongful acts in inspections and recording and provide appropriate information concerning your products.
Safety		Ensure an environment which provides occupational safety and health for employees. Give the highest precedence to human life and prevent the spread of damage in case of a disaster.
Social contribution		Contribute to society through your business activities and actively promote activities which contribute to development of local communities.
Employee	Diversity of human resources	Respect and understand differences in values based on such factors as gender (LGBT), nationality, age, race, belief and religion and create a corporate culture where diverse human resources are allowed to demonstrate their abilities and an appropriate environment for employment and recruitment.
	Human rights and labor practice	Confirm that any form of harassment, including illegal labor such as child labor and forced labor, sexual harassment and abuse of authority, is not tolerated.
	Measures against anti-social forces	Thoroughly ensure that you have no relationship with anti-social forces which threaten social order and safety and hinder economic activities and make sure that the same initiative is being carried out at your suppliers.
Information disclosure		Respond to opinions and inquiries from stakeholders in good faith and strive to maintain and further develop relationship of trust with them so that you remain a highly transparent company.