

## NS United Kaiun Group Supplier Procurement Guidelines

NS United Kaiun Group has established Guidelines for Suppliers (hereinafter “the Guidelines”) in accordance with our “Sustainable Procurement Basic Policy” to promote activities toward realizing a sustainable society across our entire supply chain. We aim to share the Guidelines with our suppliers to promote sustainability-related initiatives throughout the supply chain.

We ask our suppliers to understand and proactively promote the following items in the Guidelines and to encourage their own suppliers to take action and promote initiatives based on the Guidelines.

Our aim is to work to maintain and improve mutual understanding and trusting relationships with our suppliers and to achieve mutual development as business partners.

### **Scope of Application**

The Guidelines apply to all suppliers of the Group.

### **1. Compliance with Laws and Regulations and Respect for International Codes of Conduct**

[Compliance with Laws and Regulations]

Comply with laws and regulations, and social norms of countries and regions in which you conduct business activities. Additionally, conduct activities with a high sense of ethics while respecting international codes of conduct, including the ILO’s “Multinational Enterprises Declaration,” the OECD’s “Due Diligence Guidance for Responsible Business Conduct,” and sector-specific guidance.

[Appropriate Transactions]

Evaluate factors such as quality, technological capability, delivery date, maintenance services, and costs based on objective criteria to ensure equitable and fair transactions. Additionally, do not engage in any unfair transactions, including participation in cartels.

[Exclusion of Antisocial Forces]

Eliminate all relationships, including involvement in activities such as money laundering, with antisocial forces and organizations that pose a threat to social order and safety.

[Prevention of Corruption]

Do not engage in any form of corruption, including bribery, the receipt of entertainment or gifts beyond what is socially acceptable or outside international norms, and insider trading.

[Prevention of Unfair Practices]

Establish systems to enable early detection and prevention of unfair practices, protect the privacy of whistleblowers, and respond swiftly and appropriately to address unfair practices.

## 2. Respect for Human Rights and Consideration for Occupational Health and Safety

### [Respect for Human Rights]

Support internationally recognized human rights, prioritize respect for human life, and honor the fundamental human rights and individual diversity of each person.

### [Prohibition of Discrimination]

Do not engage in any form of discrimination based on nationality, ethnic origin, race and ethnicity, religion, creed, age, gender, educational background, mental or physical disability, marital status, pregnancy, gender identity, sexual orientation, or personal history, or any other improper grounds.

### [Compliance with Minimum Wage Standards]

Comply with the laws and regulations concerning the minimum wage and equal pay for equal work in each applicable country.

### [Prevention of Harassment]

Do not engage in any actions that harm the dignity of individuals, such as physical or mental abuse, sexual harassment, offensive language, or any activities that foster an uncomfortable work environment.

### [Prohibition of Forced Labour]

Prohibit any forced labour of employees, including foreign workers.

### [Prohibition of Child Labour]

Prohibit child labour and comply with the standards of the International Labour Organization (ILO) as well as the minimum working age stipulated in laws related to child labour. Do not employ individuals who do not meet the highest of the following age requirements: 15 years old, the age at which compulsory education is completed, or the minimum employment age stipulated by local laws and regulations.

### [Freedom of Association and Right to Collective Bargaining]

Recognize and respect employees' freedom of association and their right to collective bargaining in labour-management relations.

### [Provision of Work Environment That Considers Health and Safety]

Comply with all applicable laws and regulations in countries or regions in which you conduct business activities, as well as ILO standards and labour agreements, and implement appropriate management of employee work hours to prevent excessive working hours. Additionally, comply with the laws and regulations in the countries or regions where business is conducted, and work to create comfortable working environments that give consideration to occupational safety and health.

### [Prevention of Industrial Accidents]

Identify and analyze the status and causes of disasters and accidents in order to prevent recurrence, and thereby make efforts to eliminate occupational hazards, eliminate or reduce latent hazards, and prevent industrial accidents.

[Improvement of Health and Safety]

Make efforts to foster a prevention-based culture and improve awareness of health and safety by establishing measures that include measures to take in the event of an emergency. At the same time, continuously conduct internal education and training for all executives and employees on health and safety topics, such as health management, labour management, and mental health.

### **3. Ensuring Quality and Safety**

[Ensuring Quality and Safety]

Aim to ensure high quality and safety through comprehensive assessments on ensuring the quality of products and services, cost optimization, meeting delivery schedules, sustainability initiatives, and other factors.

[Effort to Refine Technology]

Continually strive to improve technology in order to enhance quality and safety.

### **4. Consideration of the Global Environment**

[Reduction of Greenhouse Gas Emissions]

Ascertain greenhouse gas emissions and promote measures to reduce them to make efforts to reduce the impact of climate change.

[Consideration for Biodiversity]

Recognize the impact of business activities on ecosystems and make efforts to implement measures to minimize such impacts.

[Air Pollution Control]

Comply with laws and regulations and make efforts to prevent the emission of harmful substances that cause air pollution.

[Management of Chemical Substances]

Safely manage chemical substances regulated under applicable laws and regulations of countries or regions.

[Waste Management]

Manage waste to promote reduction, recycling, and proper disposal of waste.

[Management of Water Resources]

Manage water intake and discharge, work to reduce water usage, and prevent pollution of water resources.

[Sustainable Use of Resources and Energy]

Promote initiatives to manage and reduce the consumption of resources and energy for sustainable use.

[Adherence to Environmental Laws and Regulations]

Adhere to the environmental laws and regulations of applicable countries or regions and make efforts to satisfy a higher degree of standards in line with social norms.

## 5. Ensuring Information Security

### [Management of Personal Information and Confidential Information]

Ensure proper and strict management of confidential information related to transactions, intellectual property, personal information, transaction-related information, and other information that must be kept confidential.

### [Construction of Information Security System]

Prevent information leaks by implementing defense measures against threats such as cyberattacks on information systems, computers, and networks to prevent any impact on internal and external organizations. Promote the strengthening of information security to prevent damage to your company and others.

## 6. Coexistence with Society

### [Information Disclosure]

Engage in broad communication with society and make proactive efforts to ensure fair disclosure of corporate information.

### [Relationships with Regional Societies]

Respect human rights, social customs, and cultures in the regions in which you conduct business, both domestically and internationally, and make efforts to contribute to the sustainable development of society in pursuit of coexistence with regions and societies.

We may monitor the status of initiatives at our suppliers through surveys and interviews and request improvements as necessary.

The Guidelines were approved by the Board of Directors on March 27, 2025. The Guidelines are subject to revision as necessary. Subsequent revision or abolition of the Guidelines will also be determined with the approval of the Board of Directors.

March 27, 2025

NS United Kaiun Kaisha, Ltd.

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