

## Takara Bio Group Sustainability Procurement Guidelines

Takara Bio has established the Sustainability Procurement Guidelines in order to conduct sustainability-conscious procurement throughout the supply chain. Suppliers are asked to understand each item indicated in these guidelines and to conduct activities in accordance with these items.

### 1) Ensuring Safety

#### ① Operation of quality management system

Suppliers should establish and operate a quality management system.

#### ② Ensuring the safety of products

Suppliers should produce and provide products and services that comply with the safety laws, regulations, and standards of each country and region, as well as the safety requirements of themselves and their business partners.

#### ③ Providing accurate product and services information

Suppliers should provide accurate information about products and services to consumers and clients.

#### ④ Stable supply of the products

Suppliers should have their own business continuity plan (BCP) , etc. in place to ensure the continuation or prompt resumption of supply of products and services in the event of unforeseen circumstances.

### 2) Consideration for the global environment

#### ① Initiatives relating to environmental management system

Suppliers should establish and operate an environmental management system and strive to minimize the negative impact of our business activities on the environment.

#### ② Efficient use of resources, energy and water, and waste management

In order to make effective use of limited resources, suppliers should set voluntary goals relating to resource saving, energy saving, reduction of water consumption, reduction of greenhouse gas emissions, and reduction of waste, and continue to work on improvement.

#### ③ Prevention of environmental pollution

Suppliers should comply with environmental laws and regulations, relating to the prevention of air, water, and soil pollution, and take appropriate measures for these issues.

#### ④ Respect for biodiversity

If there is a possibility that the operation of its business will have an impact on biodiversity, suppliers should determine the scope of the impact and take improvement measures to minimize its impact.

3) Human rights/labor/safety and health

① Prohibition of forced labor and child labor

Suppliers should not engage in forced labor (including human trafficking) such as employment against the will of the person or labor with a limited freedom to leave. Suppliers also do not employ children under the legal working age of each country.

② Prohibition of discrimination, abuse, and harassment

Suppliers should not allow any discrimination in employment or any harsh and inhumane treatment, including abuse and any types of harassment.

③ Proper Working hours and wages

Suppliers should appropriately manage the working hours of employees and pay appropriate wages in accordance with the laws and regulations of each country.

④ Employees' right to organize

Suppliers should respect the right of employees to organize as a means of realizing discussions between labor and management regarding the working environment and wage levels.

⑤ Ensuring health, safety, and hygiene in the workplace

Suppliers should maintain a work environment that is safe and comfortable for employees, and provide appropriate health management to all employees.

⑥ Non-use of conflict minerals

Do not purchase and use conflict minerals (gold, tantalum, tungsten, tin, etc.) which are the funding source of local armed forces performing non-humanitarian actions in conflict and high-risk areas (Democratic Republic of Congo and surrounding countries).

4) Compliance with laws/regulations and social norms

① Legal Compliance

Suppliers should comply with all laws and regulations of the countries and regions where they carry out our business activities.

② Prohibition of corruption and bribery

Suppliers should maintain a sound and normal relationship with political and administrative entities, and not get involved in bribery or make illegal political contributions.

③ Prohibit abuse of a superior position

Suppliers should not abuse their superior bargaining position to put their business partners at a disadvantage.

④ Prohibition of provision or receipt of inappropriate benefits

Suppliers should not provide or receive inappropriate benefits in relation to stakeholders.

⑤ Fair competition

Suppliers should promote fair, transparent, and free competition and comply with laws and regulations concerning competition.

⑥ Respect for intellectual property

Suppliers should not infringe the intellectual property rights of other.

⑦ Information disclosure

Suppliers should proactively provide and disclose information to stakeholders regardless of whether or not disclosure is required by the applicable law or regulation.

⑧ Elimination of antisocial forces

Suppliers should not and will not have any relationship with antisocial forces, in any business relations.

⑨ Establishment of whistleblowing system

Suppliers should establish a mechanism to detect and correct fraud and problems that occur in the company at an early stage.

⑩ Prevent insider trading activities

Suppliers should not buy or sell stocks, etc. of us or other business partners based on non-public information obtained in the course of business (insider trading).

5) Information Security

① Protection against computer network threats

Suppliers should take defensive measures against threats on computer networks to prevent damage to themselves and other companies.

② Confidentiality and personal information protection

Suppliers should appropriately manage and protect personal information and confidential information of customers, third parties and employees.

6) Social contribution

① Coexistence with society and the communities

Suppliers should voluntarily carry out activities that contribute to the growth and development of the international and local communities